UNIVERSITY OF ARIZONA LIBRARY

A MANUAL

OF

BOOK SELECTION

FOR THE

LIBRARIAN AND BOOK-LOVER.

BY

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PREFACE.

During the last twenty years many articles have been written on Book Selection, but I think I am safe in claiming that this work is the first text-book to be published on this important subject. The lack of any guide for Librarians and Booklovers has encouraged me to write this humble effort. It is written to encourage the selection of books to be made by principles, and to aid students who enter the Professional Examination of the Library Association in Section 2, Bibliography and Book Selection.

I have attempted to describe the best way of selecting books. To do this with any hope of success, it is necessary to give principles, for which I hope I may not be condemned. There has been of late years a big improvement in the methods of selection, especially by Public Librarians, but a large number of them still follow old methods, either because of their lack of knowledge, or through the want of a text-book on the subject.

Although this Manual may have many imperfections, I hope it will fill a gap of long standing, and will prove of some service to my fellow-colleagues and all book-lovers. Should it do so, it will not have been written in vain.

Bolton, 1919. R.G.W.

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A MANUAL OF BOOK SELECTION.

CHAPTER I.

Principles of Book Selection.

To be able to select books in an efficient manner one must have aids. These consist of two kinds—personal and mechanical. By personal, I mean the general education of the selector, which should include a wide knowledge of literary and general history, a smattering of philosophy and the arts and sciences. A knowledge of foreign languages is indispensable in book selection as many of the best bibliographies, catalogues and reviews are printed in the Latin, French and German languages, and should the selector be deficient in these languages, he cannot make use of such necessary guides, so that the selection is bound to suffer through his inability to read or recognise foreign works of the highest order.

Possessing the personal aids he must supplement them with mechanical ones, which may be termed his tools, namely, books of reference, current periodicals, general catalogues, prospectuses, etc. These aids are within the reach of all librarians and book-lovers, as they are generally to be found in the Reference Departments of our Public Libraries.

I should like to see more attention given to book selection by library assistants. In a large number of cases they never give the subject a moment's thought, being under the impression, perhaps, that they will never be called upon to select books for purchase. Should this be the case, they are making a grave mistake; they entirely overlook the fact that book selection does not necessarily mean book purchase. They should do their best to become interested in the selection of the best books, for until they do, they cannot be relied upon to give every satisfaction to students and book-lovers, who clamour for knowledge at our Reference and Lending Library Departments.

Having once made up their minds to take up the study they must follow principles in preference to that old mechanical method of "A careful reading through of the 'Publisher's Circular' from A—Z, marking any book that is likely to be an acquisition to the library, then checking the proposed purchases by the Library Catalogue to see if the Library already possesses any, if not, place them *en bloc* on the book-list, without having read any reviews or prospectuses, or giving a thought to the essential principles of book selection." This method is commonly practised in a large number of our libraries to-day, and, in my estimation, is a very poor apology for true book selection.

Now let us turn to the true book selector who recognises that with our limitation of rate, and all too small book fund, we have no money to waste on "chance" selected books. It will be his ambition to bring together the most suitable collection of books for the needs of the town or city he represents, and to accomplish this he should be governed in his selection by many principles, the first three being:—

The size of the locality;
The sum of money to be expended; and
The geographical position of the library in relation to other libraries.

These are the determinent factors in the formation of a public library stock, and a book-lover's private stock. By applying to them the suggestive averages and percentages collected by the late Mr. James Duff Brown, and found in his two works, "A Manual of Library Economy," pp. 144-5, and "A Guide to Librarianship," pp. 64-5, a good idea of local requirements can be obtained. The size of the locality will give the stock required by reckoning one-third of a book to each inhabitant. Of the result, allow 55% for the Lending Library and 45% for the Reference Department.

The sum of money to be expended will determine approximately the stock obtainable by allowing 6*s*. per volume for lending library books, and 8*s*. 6*d*. per volume for reference works. The amount of money available for purchasing books is a personal matter with the individual book-lover, but the amount to be spent by municipal authorities must be governed by the amount received from the rates. A careful analysis shows that there is a large

disparity in figures in many libraries. About 28% of the total income should be used if the library is clear of debt; if burdened in any way, the percentage must be cut down according to the amount owing.

The geographical position of the locality should have a great influence upon the character of the stock, for if it is near to a large town possessing a library that collects everything that goes by the name of " book," it would be folly to adopt the same principle. By using discretion much unnecessary expenditure would be saved. Of course, this does not apply to standard books and constantly used works; whatever their price, they should be on the shelves of every public library. It is in the case of the more specialised expensive books that duplication can be avoided.

Having considered the above principles we now come to the " Proportion of books that should be purchased in each class of literature in relation to the aggregate stock contained in the library."

Here again local conditions play an important part, for particular attention should be paid to the literature of the local industry. Many libraries ignore proportional representations with the result that we find cases where one subject has as many as twenty books representing it, while others equally important are represented by only two or three works. Many attempts have been made to draw up a list of percentages of the various classes; but these are mostly fallacious, owing to different systems of classification, varying local conditions, and even in some cases the tastes of the librarians. From a careful study of the books of our many public libraries which are classified on modern methods, a uniformity of proportional representation cannot be made. I give the following suggestive table:—

Natural Science	10%
Philosophy	3%
Religion	6%
Sociology	7%
Philology	3%
Useful Arts	9%
Fine and Recreative Arts	8%
Literature	25%
History, Travel and Biography	24%
General Works	5%

Having carefully considered the above factors we must

now proceed to select the books according to more general principles.

Books on certain subjects should never be purchased for public libraries. For instance, we cannot pretend to have good selections, and keep them well up-to-date, on such subjects as Midwifery, Dentistry, Medicine, Christian Science, etc. Although we must be very conservative in our selection, our income will not allow us to purchase many books that are not likely to appeal to many readers. Then again, books on the quoted subjects are more likely to appeal to the select professional people of the town, and we must not cater for them at the expense of the middle or lower classes. It cannot be said that the advanced professional student is a frequent visitor to our lending libraries, except for books of a recreative kind. What subjects are to be omitted from our shelves must be decided by each librarian according to local conditions, income of the library, and probable demand, if any, for such subjects.

Another principle of book selection is "Never select a book for purchase simply by its author's name, or by its title." Nearly every librarian or his committee would like to purchase more books than their financial resources will allow, therefore, book selection should be a fine art to them, and not a mere mechanical duty as it still is in many of our public libraries.

When the selection is made from the " Publisher's Circular " alone, and though a selection from a selection is eventually made, the result is never satisfactory; how can anyone expect it to be? A short time ago, I was told of the case of a librarian who was on the look out for a book on herbs, as his library did not contain any work on the subject. Looking through the " Publisher's Circular," which is neither classified nor annotated, he came across the following entry: " Sweet Herbs and Bitter," by Morley Roberts. Down on the book list it went, no review of the book was read, even the author's name conveyed no suspicion, as it should have done. Imagine this librarian's surprise when the book came along! The money expended on this work was thrown away, and even if a book on herbs was eventually purchased, it could only be done at the expense of some other class.

A careful selection by the librarian, followed up by a reading of the review of the work would have avoided what is still too common in many libraries, unfortunate mistakes

in book selection. Should a work with a promising title, like "Fretwork," be selected with a view to purchase, and no review can be found anywhere, the work should be written on a card and kept aside until a review of the book appears. I have been told that all books are not reviewed; I quite agree with that statement, for if they were, we should have fewer publications; but book-lovers and book-keepers may rest assured that all important and standard works are reviewed. Such reviews are beneficial to the publisher in the majority of cases, not because, as some people think, he will sell more copies, but for the reason that the work will get circulated in the right quarter, and into the right hands, where it will pass on from recommendation to purchase. A large number of "namby-pamby," good-for-nothing works are never reviewed, a tricky or taking title, and even in some cases, a "striking" binding will answer the purpose far better than any review. Publishers do not wish such books to be reviewed, they would sell less if they were. This does not necessarily mean to imply that all books that are reviewed should be purchased, far from it: a careful reading and comparison of reviews must decide this, but books that cannot claim a review notice, but just a brief author or title-a-line note should never be purchased. A great fault of the present day review is that it criticises the author more than the work, very often it fails to give the scope, standpoint, etc., of the book. The ideal review is the one that points out the scope and limitations of the work, and a little information about the physical part of the book. A good review will tell you immediately whether the book is likely or not to be of use to you.

An important question that is continually cropping up in book selection is "What edition of a work should be purchased out of a number of editions?" Now the choice of an edition must first of all depend upon the nature of the work. Generally speaking, the last edition is best, if it contains additional matter, or is revised or brought up to date. There are many exceptions, however, and this only holds good for modern works, particularly those on technical or scientific subjects. The choice in antiquarian works is governed by the physical form of the work, unless there is a variation in the subject matter. In such cases the quality of the paper, style of type, binding, and so on are the guides to selection. For books containing engravings, the first edition is generally to be preferred, as in later editions the plates are worn, and the impressions are not

so clear. In all cases the original is to be preferred to a mere stereotyped edition.

Now having decided upon your principles, your next step will be to select. Before commencing to select for the foundation stock of a public library, however, it will be as well to ensure that no subject of importance is overlooked. The tables of the classification to be adopted should be taken and each section carefully checked as the selection is being made for that section. This is far better than getting your stock first and then looking for deficiencies, as the number then found will probably be surprising, and with our limited means, it means that a few years must pass before they are all made good. Any scheme may be utilised, but I think the American Library Association's "List of Subject Headings" is to be preferred.

We shall now turn to our mechanical aids, which are fully dealt with in the next chapter, and with careful reading and an observance of the principles given, no great difficulty should be found in making a satisfactory selection.

CHAPTER II.

General Guides to Book Selection.

The personal aids which I have mentioned in the previous chapter can only be acquired either by handling the books themselves, or by careful reading of our many guides to literature. The good selector will nearly always be found to be a literary man, and he will be able to sieve the grain from the chaff. To be a literary person one must take advantage of what I have termed the tools of literary men. I cannot do better than recommend several of my old favourites, which may be read in the order given. All of these works are cheap and in print and should be on the shelf of those who mean to take up the study of book selection.

COURSE OF STUDY AS AN INTRODUCTION TO BOOK SELECTION.

Brooke, Stopford Augustus. English Literature from A.D. 670 to A.D. 1832. Macmillan: London, 1910. 1/-, 3/-.

First published in 1876, this work has gone through many editions. It gives a splendid idea of the range of our literature.

Saintsbury, George. Short History of English Literature. Macmillan: London, 1911. 8/6.

First published in 1898, also in five parts in 1915, at 2/- per volume. This work is recognised as one of the most authoritative works on its subject. The author divides his story into eleven periods, and beginning each division with a brief narrative of literary and linguistic development, summarises the results and tendencies of each in a series of inter-chapters.

Baldwin, James. The Book-Lover: a guide to the best reading. McClurg: Chicago, 1888. 6/- net.

Full of valuable suggestions, which will well repay careful study. Suggestive lists of books are given on History, Geography, Natural History, Philosophy, Religion, Social Science and English Literature. First published in 1884.

Harrison, Frederic. The choice of books and other literary pieces. Macmillan: London, 1903. 4/-.

In this work Mr. Harrison devotes 93 pages to the "Choice o Books." He is very emphatic as to the necessity for choice. He does not recommend any methods of reading, but leaves each student to find out what is best suited to himself. First published in 1886.

Jackson, George. A young man's bookshelf. Kelly: London, 1913. 1/6 net.

An attempt to create in young men a taste for good books. First published in 1898.

Buckley, Reginald R. How and what to read: suggestions towards a home library. Williams and Norgate: London, 1919. 2/6 net.

The main divisions of literature are dealt with in ten different chapters. The author is very weak in his selection, but on the practical side the work is useful.

Bennett, Arnold. Literary taste: how to form it; with detailed instructions for collecting a complete library of English literature. Hodder and Stoughton: London, 1914. 1/- net.

Mr. Bennett has stated "That literature has proved the royal road to happiness for me." In this delightful volume he has pointed out the way to others. This work will appeal to the private collector of small means, as the cheapest editions of the works selected are given. First published in 1909.

Nicoll (William Robertson) "Claudius Clear," *pseud*. A Library for five pounds. 1918. Hodder and Stoughton, 1/3 net.

First appeared as letters in the "British Weekly." The majority of the books recommended are to be found in Dent's "Everyman Library," and will appeal to the book-lover of small means.

The aim of the above course is to create in students a taste for the good things in literature, also to enable them to recognise "the best." When they have succeeded in doing so, they will have paved the way for an intelligent handling of the general guides to the huge field of literature.

There can be no doubt that our best guides to book selection have been published in the twentieth century. It is not my intention to give mere lists of Universal, National or Trade Bibliographies, Bibliographies of Bibliographies, or even special Bibliographies of Bibliographies; to do so would make this contribution more suitable for a section of Practical Bibliography instead of Book Selection, and I consider that the work has been fairly well covered in the late Mr. J. D. Brown's "Manual of Practical Bibliography," and Stewart and Clarke's pamphlet on "Book Selection." I will content myself by giving an annotated list of books and periodicals that will be found most useful for the purchase of foundation stocks of Lending and Reference Libraries, for books that are a few years old, or for the purchase of books that are necessary to fill up gaps in our libraries. This list is selective and does not claim to be more than suggestive.

SELECT LIST OF GENERAL GUIDES TO LITERATURE.

Allibone, Samuel Austin. Critical dictionary of English Literature and British and American authors living and deceased. 3 *vols*. Lippincott: Philadelphia, 1891.

Supplement, by John Foster Kirk. 2 *vols*. 1902.

As its title denotes, this is more in the nature of a literary dictionary than a bibliography. The chief value of the work lies in its criticisms, which are mainly selected from contemporary reviews. Despite several inaccuracies this work is still valuable. The arrangement is alphabetical by authors' names. To each author of note useful biographical details are given. With the supplement the work extends to 1888. The first edition was published 1859–1871, and the supplement in 1891, and later issues are but reprints of these.

American Library Association. American Catalogue of Books, 1881–1905. ——— ——————— Annual Catalogues, 1886 to date.

Contains all the books published in America arranged in alphabetical order under authors, subjects and titles. Publishers and prices are given. Brief annotations.

American Library Association. A.L.A. Catalogue. 8,000 volumes for a popular library; with notes. 1904 . . . edited by Melvil Dewey. Government Printing Office: Washington, 1904. $1.

The chief aim of this selection is to assist in the formation of a public library stock, and is specially adopted for the use of smaller libraries. The selection is made primarily for the general reader, and does not include valuable works, or works in a foreign language. The entries are annotated, and publishers and prices are given, but as the additions referred to are mostly American, the latter are of little value. The book is divided into two parts. In the first part the entries are in classified order according to the Dewey Decimal System. Part 2 has the same books in alphabetical order, under authors, titles, and subjects, with the classification numbers of the Dewey and Expansive Systems appended to each entry.

Brown, James Duff. The small library: a guide to the collection and care of books. (*English Library.*) Routledge: London, 1907. 2/6.

Chapter 9 is devoted to a select list of authors and subjects as the foundation stock of a small library.

Brunet, Jacques Charles. Manuel du libraire et de l'amateur de livres. 6 *vols.* Didot: Paris, 1860–5.

Supplement, par Gustave Brunet et Pierre Deschamps. 2 *vols.* 1878–80.

Ranks as the most important guide to general literature. Descriptions are very full and prices are given in most cases, but only the best editions are dealt with. Arranged alphabetically by authors; with a classified subject index. Originally published in 1810.

English Catalogue of books. 1800 to date. 20 *vols.* Low: London, 1835–1916.

An annual publication, with a cumulative volume every five years, forming a dictionary catalogue of the books issued each year by the principal publishers in the United Kingdom. Each author entry contains collation, publisher and price. Appended is a list of the publications of societies, and a directory of publishers.

Fortescue, George Knottesford, *editor.* Subject index of the modern works added to the library of the British Museum in the years 1881–1900. 3 *vols.* 1901–3. ——————— 1901–10. 2 *vols.* 1906–11.

Arranged alphabetically. The next volume is due for publication at an early date. Each volume covers the period of five years immediately preceding its publication. In the year 1921 it is proposed to incorporate these volumes in a Subject Index for the period of twenty years from 1901–20 inclusive.

Graesse, Johann Georg Theodor. Trésor de livres rares et précieux. 7 *vols.* Dresden: 1859–69. $60.

Arranged by authors' names and supplied with a Subject Index.

Gray, William Forbes, *editor*. Books that count : a dictionary of standard books. Black : London, 1912. 5/–.

Contents :—Biography. Education. Fine Arts. Geography and Travel. History. Literature. Medicine. Music. Philology. Philosophy. Religion. Science. Sociology. Sports and Pastimes.

The work embraces about 5,500 books arranged in classified order. It was compiled with the intention of helping the ordinary reader and the young student to quickly ascertain the aim and scope not necessarily of the most notable books in the main departments of human knowledge, but of books which treat their subject on broad lines, and in point of knowledge, research and reflection approximate to standard value. The selection given is modern, and besides English books, foreign works and good translations are given. Publishers and prices are added to each entry.

Hawkes, Arthur John, *editor*. Best Books of 1914 (First Half-Year) : being an annotated list of the important works published in Great Britain from January to June, 1914, giving full biographical particulars, full names of authors, publishers and prices. Compiled by Arthur John Hawkes, advisorily assisted in special departments by Prof. Sidney Webb, Prof. C. Anderson Scott, Prof. H. J. Fleure, Prof. C. Roberts Chapple, the Editor of the " Musical Times," and Dr. W. G. McNaught. *In progress*. 1915. *Vol.* 1. Stanley Paul & Co. : London, 1915. 4/– net.

The substance of the work is, in the main, a cumulation of the list of Best Books published month by month in the pages of THE LIBRARIAN. The list has, however, been thoroughly revised and augmented. The classification adopted is the Dewey Decimal System. The class-number according to the Brown " Subject " scheme has also been added. Fiction has not been included, and other " pure " literature only sparingly. New editions of standard works have been ignored, except where the revision has been of such an extensive character as to make almost a new book. The lists are printed on one side of the paper only, to facilitate cutting up for mounting on cards. The width of the printed page corresponds to the standard size catalogue cards.

Leypoldt, Augusta Harriet *and* Iles, George, *editors*. List of books for girls and women and their clubs. American Library Association : Boston, 1895. 25 cents.

A select classified list of over two thousand books. The annotations are descriptive and critical, giving the scope of each work and the standpoint of each author. Each section is edited by a specialist. Contains author and title indexes. Publishers and prices are given. Also a list of periodicals.

Lowndes, William Thomas. The bibliographer's Manual of English Literature, containing an account of rare, curious and useful books, published in or relating to Great Britain and Ireland, from the invention of printing ; with bibliographical and critical notices, collations of the rarer articles, and the prices at which they have been sold in the present century. *New edition*, by Henry G. Bohn. 6 *vols.* (in 11). 1857–64. Bell : London, 1858–1864.

A useful work, valuable for the information given as to various editions, which, however, are not very clearly set out. Contains many annotations. Arranged alphabetically under authors, but lacks indexes. Volume 6 is devoted to the publications of Societies. First edition published in 1834; the second edition, revised by Henry G. Bohn, was issued in 1857–64, and the present edition is but a reprint of this.

Moulton, Charles Wells, *editor*. Library of literary criticism of English and American authors. 8 *vols*. *Illus*. Moulton Publishing Co.: Buffalo, 1910. $5 per vol.

Scope rather limited. Each author is treated chronologically, in most cases beginning with contemporary criticisms, and ending up with some living authority. Brief biographical notes precede the criticisms. Vol. 8 contains a general index to criticisms under the authors of the criticisms.

Nelson, Thomas, *and* Sons. *Publishers*. Standard Books: an annotated and classified guide to the best books in all departments of literature; with a copious index of subjects and biographical notes of authors. 4 *vols*. 1910–14.

Contents:—*Vol.* 1. General works. History. Geography. Biography and Travel. Sociology. Philosophy. Sport. Law and Administration. Education.

Vol. 2. Religion. Science. Useful Arts.

Vol. 3. Fine and Recreative Arts. Philology. Literature. Children's Books.

Vol. 4. Author Index. General Subject Index. Index of Publishers.

Each subject is edited by a specialist in collaboration with one or more librarians. Annotations are very full and publishers and prices are given. With a few exceptions, only works in the English language are given. The classification is an adaptation of the Dewey System. The volumes are bound on the sheaf or loose-leaf principle, which is convenient for making insertions, thus keeping the work up to date.

Perkins, Frederick Beecher. The best reading: hints on the selection of books. 4 *Series*. Boston, 1872–95.

Contains classified list of subjects, describing the best books in each.

Pittsburgh, Carnegie Library. Classified catalogue. *First series*. 1895–1902. 3 *vols*. 1907. $12. *Second series*. 1902–6. 2 *vols*. 1908. $5.

Arranged in classified order according to the Dewey Decimal Classification. These catalogues reach the "hall mark" of public library catalogues. The full annotations given being very helpful. Contains complete author and subject indexes.

Reference catalogue of current literature, containing the full titles of books now in print and on sale, with the prices at which they may be obtained of all booksellers, and an index containing nearly one hundred and eighty-five thousand references. 3 *vols*. Whitaker: London, 1913. $5. £1 1s. net.

The most important English trade bibliography. Consists of catalogues of the principal English publishers arranged alphabetically by name of publisher and bound together in two bulky volumes. An author, subject and title index to the whole, forms the first volume. Issued every few years. The subject index requires revision on standard lines.

Robertson, John Mackinnon, *editor*. Courses of study. *2nd edition*, revised and expanded. Watts & Co.: London, 1908.

It contains a classified list of subjects of study, with the best books in each described and annotated. All main subjects of study are included, except Fiction, Poetry, Drama and Applied Science. Arranged in a series beginning with Anthropology, Mythology and Religious Beliefs, and proceeding through Philosophy, History, Politics and

Sociology to Fine Arts, Philology, Mathematics and Natural Sciences. It has author and subject indexes. All the subjects are dealt with historically, and evaluation is made full use of throughout.

Sargant, E. B., *and* Whishaw, Bernhard. Guide book to books. Frowde : London, 1891. 5/– o.p.

Still a very useful book for standard works of thirty years ago. Arranged alphabetically by subject, and has an author index.

Sonnenschein, William Swan. The Best Books : a reader's guide to the choice of the best available books (about 100,000) . . . ; with the dates of the first and last editions, and the price, size and publisher's name (both American and English) of each book. 3rd edition, entirely re-written. George Routledge & Sons, Limited : London ; Putnam : New York. 3 *Parts*. *In progress*. 1910. £2 2s. net.

Contents :—*Part* 1. Theology. Mythology and Folk-lore. Philosophy.

Part 2. Society. Geography. Travel and Topography. Education. Ethnology.

Part 3. History. Biography. Science. Arts. Philology. Literature. Complete Indexes.

A very useful classified bibliography ; with occasional brief annotative notes. As a rule, foreign works and works out of print are not included. An index of authors and subjects is announced to appear in Part 3. First published in 1887. In the present edition, the second edition (1891), and the author's " Reader's Guide to Contemporary Literature," 1891, are amalgamated and brought down to date.

Watt, Robert. Bibliotheca Britannica ; or, A general index to British and foreign literature. 4 *vols*. Constable : Edinburgh, 1824. o.p.

Contents :—*Vols*. 1 *and* 2, Authors.

Vols. 3 *and* 4, Subjects.

Apart from trade lists, this was the first important attempt in England at a general bibliography. It is still valuable for reference to the older books, particularly those published during the eighteenth century. The author portion contains much biographical and bibliographical information. The subject portion is alphabetically arranged ; with the titles very much cut down. Anonymous works appear in the subject volumes only. Valuable for reference.

SELECT LIST OF PERIODICALS IMPORTANT AS GUIDES TO CURRENT LITERATURE.

Current periodicals are undoubtedly the principal aids in selection. Such weekly publications as the *Spectator*, *Times Literary Supplement* and the *Publisher's Circular* are indispensable and should be read carefully through each week. Any or all of the following can be read with advantage :

PUBLISHER'S CIRCULAR, and bookseller's record of British and foreign literature. *Weekly*. 2d. 1837 *to date*.

An indispensable book trade " tool," giving a list of all the works published in the United Kingdom. The arrangement and information given is the same as in the " English Catalogue." The weekly lists are all brought together in classified order in the last issue of each month. The twelve monthly lists are then used as the basis for the annual volume of the " English Catalogue."

THE ACADEMY. *Weekly.* 3d. [*Discontinued for the duration of the war.*]
An excellent journal containing reviews, lists of publications, and general articles on literary topics.

THE ATHENÆUM. *Weekly.* 6d.
The most authentic literary guide to selection. Classified and annotated lists on special subjects appear at intervals.

BOOKMAN. *Monthly.* 6d.
A very useful publication containing important reviews, annotations and illustrations.

BOOK-MONTHLY. *Monthly.* 6d. [*Issued quarterly for the duration of the war.*]
Not so well known as it should be. Contains a classified and annotated selection of current literature. Literary articles. Profusely illustrated.

THE BOOKSELLER. *Monthly.* 6d.
Useful, but more in the nature of a publisher's advertising list. A classified list under alphabetical headings is given each week of all books published in the United Kingdom.

THE LIBRARIAN AND BOOK WORLD. *Monthly.* 6d.
A selection entitled " Best Books of the Month " is given in classified order according to the Dewey Decimal and Brown's Subject classifications. Full particulars with regard to publisher, price, size, etc., are given. Especially valuable for the full annotations. The monthly lists form the basis for the annual " Best Books."

THE LIBRARY ASSOCIATION RECORD. *Monthly.* 2/– net.
Occasionally contains a classified and fully annotated selection of current literature. Each subject is selected by a specialist.

LITERARY WORLD. *Monthly.* 6d.
Though many important works are omitted, it will be found very useful for the lengthy reviews. Well illustrated.

SPECTATOR. *Weekly.* 6d.
Should be read in conjunction with the *Athenæum.* Very trustworthy.

" THE TIMES " LITERARY SUPPLEMENT. *Weekly.* 2d.
A classified list of publications during each week is given. Valuable for its important reviews and annotations. Full collation with publisher and price given. Complete index issued annually.

AMERICAN PUBLICATIONS.

AMERICAN LIBRARY ASSOCIATION BOOK-LIST. Boston, 1905 *to date.*
Issued monthly, giving a classified and annotated selection of current literature. Very helpful in the selection of American works.

THE PUBLISHER'S WEEKLY. New York.
Similar to our *Publisher's Circular,* as previously noted.

THE NATION. New York.
The American *Athenæum.*

All the above periodicals are general in treatment. Periodicals devoted to special subjects, which often contain valuable reviews by authorities on the subject matter of the book, will be dealt with at a later date.

Other sources in the selection of books are to be found in :
Publishers' prospectuses,
Advice of experts, and
Suggestions from readers.

Publishers' prospectuses are very useful, as they usually give a detailed list or description of the contents, together with specimen pages and illustrations, thus giving a splendid idea as to the scope and nature of the book.

A book-selector is fortunate if he can obtain the advice of experts, especially in religion, as he himself cannot be expected to be an authority in every branch of knowledge. A man whose business or hobby is the study of a particular department of knowledge must necessarily know the merits or demerits of the literature of his subject, and with such knowledge his advice should be solicited. But care should be taken that selection is not overdone by experts, as they are liable to overload from their own standpoint.

Suggestions from readers must be received with caution, for experience has proved that their suggestions are rarely of much value; the help of the public, however, should be invited, because such a practice will stimulate their interest in the library, and by this means weak sections are revealed and the public taste partially ascertained.

Having decided on the necessary periodicals and books of reference, a system of recording the actual selection must be adopted; this is an important point, for if system is lacking, many valuable selections must inevitably be lost or forgotten.

For a small library, purchasing, say, fifty to sixty books a month, an ordinary exercise book ruled as shown will be sufficient for all purposes.

PROPOSED BOOK PURCHASES.

Month	Author.	Brief Title.	Publisher.	Price.	REVIEWS.								Passed Committee.	From whom Ordered.	Date Received.	Library No.
					Athenæum.	Contemporary Review.	Manchester Guardian.	Nation.	New Statesman.	Saturday Review.	Spectator.	"Times" Literary Supplement				
1919 March.	Clutton-Brock	Simpson's Choice	Burns and Oates	3/6 net	Feb.	—	15/2	—	26/2	—	—	3/2	March 20th	Montana & Son	29/3/1919	N6143
	Mandell & Shanks	Hilaire Belloc	Methuen	2/6 net	Feb.	—	15/2	—	29/1	—	—	—	,,	,,	,,	L36
	Brown	Security	Martin Secker	6/- net	Feb	—	17/2	26/2	—	—	—	—	,,	,,	,,	N90
		Georgian Poetry	Poetry Book Shop	3/6 net	Feb.	—	—	—	—	5/2	5/2	—	,,	,,	,	M8
	Marvin	Unity of Western Civilization	Oxford University Press	7/6 net	—	Feb.	22/2						Deferred	—	—	—

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B 2

From the " Publisher's Circular " enter any books that are likely to appeal to your class of readers. Then thoroughly search the literary periodicals, at the same time adding to your list and keeping on the look out for reviews of books already down. Such notices should be carefully recorded in the review column, the use of coloured ink (when affixing the date to the review) will serve as a distinguishing medium for favourable or unfavourable reviews. For technical and scientific works the periodicals of that nature must not be neglected, and the reviews in these are to be preferred to those found in the general literary journals.

In the case of a library with a monthly selection of over one hundred volumes, a more flexible system should be used, and practical experience enables me to recommend the following. The name of the author and title of the book, with full particulars, should be written on a plain ivory catalogue slip, ten inches by two inches being the standard size. The same information as regards reviews may be added or the actual reviews pasted on the back of the slip itself. These slips can then be arranged alphabetically by the author's name, and after the book meeting they might be sorted into such probable groups as : " Passed by Committee," " Rejected," " Deferred," etc. These should then be kept together under the respective heads by means of mill boards at the back and front with an elastic band at each end. The following is a sample slip :—

Clutton-Brock.	Simpson's Choice.	Burns & Oates.	3/6 net.
" Athenæum." Feb. '19.	" Manchester Guardian." 15/2/19.	" New Statesman." 26/2/19.	" *Times* Literary Supplement." 3/2/19.

PASSED COMMITTEE. 20/3/19.
FROM WHOM ORDERED. Montana & Son.
DATE RECEIVED. 29/3/19.
LIBRARY NUMBER. N6143.

Certainly there are many other ways and means, but that system should be adopted which most readily shows the material at the disposal of the selector and which best establishes a quick system of references to reviews. A selector must always be in a position to weed-out unsuitable books and to present at short notice a book-list ready for the book-committee.

Having decided upon the select list by these means, it should be mimeographed and a copy sent to each member of the book-committee a few days before the meeting. Should any doubt as to the value and desirability of purchasing certain works exist, they may be obtained on approval from the local book-seller, when they can be examined and a decision made for or against their purchase.

READING LIST.

Bulletin of the A.L.A. Committee on Book Buying.
" Library Journal." Vol. 30., pp. 479–482. " Public Libraries." Vol. 10., pp. 362–3.
Foster, W. E. Report on aids and guides to readers.
" Library Journal." Vol. 8, pp. 233–245.
Thorne, W. B. Aids to readers : printed and mechanical.
" Library Assistant." Vol. 5, pp. 196–199.
Williams, R. G. Some principles of Book Selection.
" Library Assistant." Vol. 13, pp. 133–136, 140–144. November and December, 1916.

CHAPTER III.

General Science and Philosophy.

GENERAL SCIENCE.

The General Science section in our Public Libraries is one of the most used classes because it is the means of connecting scholastic education to higher forms, according to the line of thought the student is pursuing. There are so many branches of science that have to be thoroughly mastered before a study of the Arts can be taken up that one dare almost write " that the utility of a library depends upon the selection of books in this class."

Books on science and kindred subjects soon go out of date with the result that a guide to their selection is practically obsolete as soon as it is published. For this reason only the standard works which have not yet been wholly superseded are given in my select guides. Brief histories of the sciences should be carefully read, as an authentic work will enumerate the writers whose influence in science has been the greatest, and whose works are therefore essential.

In this class, books that are standard books to-day may become obsolete next year, the matter of many of the important subjects being so liable to change that constant revision of stock must be made, new editions, if revised, must be purchased, otherwise the section will soon become out of date, and will no longer serve the reading public as a " live " class. The " International Scientific Series," extending to nearly one hundred volumes, should always find a place on the shelves. Also all epoch-making books should be purchased.

The general bibliographies mentioned below will be found useful as guides to the initial stock of a public library ; while the periodical publications, especially in relation to science, will be found most valuable in selecting the most modern scientific and technical works. Care should be taken

that the representation of this class does not exceed 10% of the total library stock.

GENERAL GUIDES.

Bolton Public Libraries. Catalogue of Books in the Central Lending and Reference Libraries. 1917. Class List No. 8. General Science.

The selection of books in this catalogue is very fine, while the annotations are important to the book selector.

Chapman *and* Hall. *Publishers.* Catalogue of modern works on Science and Technology.

Published periodically.

Greenwood, Edgar. *Editor.* Classified guide to technical and commercial books: a subject list of the principal British and American books in print (in 1904). Scott: London, 1904.

Still useful for the older books. No annotations are given. Arranged alphabetically under sections.

Hawkes, Arthur John. *Editor.* Best Books of 1914 (First Half-Year): being an annotated list of the important works published in Great Britain from January to June, 1914, giving full biographical particulars, full names of authors, publishers and prices. Compiled by Arthur John Hawkes, advisorily assisted in special departments by Prof. Sidney Webb, Prof. C. Anderson Scott, Prof. H. J. Fleure, Prof. C. Roberts Chapple, the Editor of the *Musical Times*, and Dr. W. G. McNaught. *In progress.* 1915.—Vol. 1. Stanley Paul & Co.: London, 1915. 4/– net.

The substance of the work is, in the main, a culmination of the list of Best Books published month by month in the pages of THE LIBRARIAN.

Nelson, Thomas, *and* Sons. *Publishers.* Standard Books: an annotated and classified guide to the best books in all departments of literature; with a copious index of subjects and biographical notes of authors. 4 *vols.* 1910–14.

Volume 2 deals with the subject Science, and each section is edited by a specialist in collaboration with one or more librarians. Annotations are very full and publishers and prices are given.

Pittsburgh, Carnegie Library. Classified catalogue. *First Series.* 1895–1902. 3 *vols.* 1907. $12. *Second Series.* 1902–06. 2 *vols.* 1908. $5.

The full annotations given are very helpful. Contains complete author and subject indexes.

Royal Society. International Catalogue of Scientific Literature.

Issued annually. Only our largest Public Libraries will be able to afford to purchase this work.

Sonnenschein, William Swan. The Best Books: a reader's guide to the choice of the best available books (about 100,000) . . .; with the dates of the first and last editions, and the price, size and publisher's name (both American and English) of each book. *3rd edition,* entirely rewritten. 3 *Parts. In progress.* Routledge & Sons, Ltd.: London; Putnam: New York, 1910—£2 2/- net.

Part 3 contains the subject Science. A useful classified bibliography; with occasional brief annotative notes.

Whittaker & Co. *Publishers.* A Catalogue of Scientific and Technical Books.

Published annually. An author catalogue with references from subjects to authors. Full particulars are given of each book with contents. Reviews are quoted from the technical and scientific periodicals.

PERIODICAL GUIDES.

Cassier's Engineering and Industrial Management. *Weekly, formerly* Cassier's Magazine. 6d.

Reviews are generally given alternate weeks. Full notes and very trustworthy.

Knowledge and Illustrated Scientific News. *Monthly.* 6d.

The reviews in this periodical should not be overlooked.

Nature. *Weekly.* 9d.

The best scientific periodical giving full reviews of scientific literature. Each review gives scope, standpoint, etc., by an authority, thus making selection easy.

Science Progress in the Twentieth Century. *Quarterly.* 5/- net.

Contains very trustworthy reviews.

PHILOSOPHY.

Generally the smallest class in a public library, and very often the worst selection. The reason for this is hard to understand. I grant that a large number of inferior philosophical works manage to get published, and it must be lack of system on the part of the selector that makes this class representation merely a total and not a selection of books. With care and wise discretion a very fine collection may be brought together. "The books that help you most are those that made you think most," was a true saying of Theodore Parker. "Philosophy is man's response to the call of truth." It is from the natural outcome of his philosophy that man attributes the works of creation to a higher being than himself, and it is important, therefore, that the various schools of philosophy, especially historic surveys, should be well represented.

These should include the philosophers of Greece, works on the transition from ancient to modern philosophy. Græco-Roman systems, modern philosophy beginning with Descartes and including English, French, Italian, and German philosophers. Works on Metaphysics, Mind and Body, Psychology, Logic and Ethics should be very carefully selected, otherwise many unnecessary works will be purchased. Consecutive reading should also be borne in mind, but in realising the object one-sided selection must not intrude.

The class Philosophy should take about 3% of the aggregate stock.

GENERAL GUIDES.

Bissiker, H. *Editor.* A student's library. Kelly: London, 1911.
Chapter 7 contains valuable reading courses on philosophy, while pages 271–280 are devoted to a "Bibliography" of Philosophy.

Bolton Public Libraries. Catalogue of books in the Central Lending and Reference Libraries. Class List No. 5. Philosophy and Religion.
This catalogue is divided into three parts: (1) a classified list, arranged according to the Dewey Decimal Classification. (2) an author index, and (3) a subject index. Contains a very good selection on Philosophy.

Hawkes, Arthur John. *Editor.* Best Books of 1914 (First Half-Year).
See under Hawkes, page 10.

Nelson, Thomas *and* Sons, Ltd. *Publishers.* Standard Books. Vol. 1.

See under Nelson, page 11.

Robertson, J. M. *Editor.* Courses of study. *Second edition, revised and expanded.* Watts : London, 1908.

First published in 1904 ; this work is very valuable for its philosophical sections.

Sonnenschein, William Swan. Best Books. *New edition. Part* 1.

See under Sonnenschein, page 12.

PERIODICAL LITERATURE.

Hibbert Journal. Williams *and* Norgate. *Quarterly.* 2/6.

Valuable for its trustworthy reviews on modern works on Philosophy. Each review is signed by an authority.

Mind ; a quarterly review of psychology and philosophy. Macmillan : London, 4/6.

Reviews each quarter the best works published in the English and foreign languages on psychology, philosophy, etc. Each work is reviewed by an authority on the subject, and always signed.

CHAPTER IV.

Religion. Social Science. Philology

RELIGION.

A difficult class to select owing to such a large proportion of sectarian and "crank" literature, the wide scope of the subject, and the intricacy of the problems involved. These existing difficulties make it all the more important that a good selection should be made. It requires especial care and impartiality on the part of the librarian, otherwise a mass of useless and sectarian literature will be accumulated, which will probably become "dead" stock in a very short time. For this reason I strongly recommend that Morris Jastrow's "Study of Religion" in the "Contemporary Science Series" should be carefully read before any attempt is made to select works on this subject. The bibliography, given at pages 399–415 will well repay any time spent on it.

The proportion of religion to other classes (about 6%) should be borne in mind and care taken not to overdo any special subject, particularly the literature of the minor sects and "crank" literature. The great religions of the world, including Chinese, Egyptian, Assyrian and Babylonian, Persian, Mohammedan, Buddhist, Grecian, and the Pre-Christian religions should be well represented and supported by a good selection on the making of Judaism, and the gradual evolution of Christianity, including the history of the Churches and the various developments of modern Christianity.

Modern thought should be well represented by the works of the recognised authorities, and in this respect, the stock should be kept thoroughly up-to-date, as the demand in this class is chiefly for the latest developments of thought and criticism.

Controversial works in any department of religious knowledge should be sparingly introduced, as for the most part their interest is ephemeral. Comparative literature has

received considerable attention in recent years and should be represented accordingly. Texts of the Bible, with good commentaries, and a careful selection of books on Biblical Criticism should be purchased, but not too extensively.

Throughout, the utmost impartiality should be observed, and an endeavour made to maintain an equal balance between the various creeds and schools of thought. Finally, it is essential that the standpoint of each author be noted.

GENERAL GUIDES.

Bisseker, H. *Editor.* A student's library. Kelly: London 1911.

Reading courses are given from pages 46–94, and pages 245–250 are devoted to Bibliographies on the study of the Bible, pages 252–257 in the study of Theology, and pages 258–265 in the study of the Christian Foundations.

Bolton Public Libraries. Catalogue of books in the Central Lending and Reference Libraries. Class List No. 5.

Deane, Anthony C. A library of religion. Mowbray: London, 1918. 2*s*. 6*d*.

A suggestive and useful list of books is given, showing how by the outlay of a few pounds, the Churchman can obtain a select library of religious books.

Hawkes, Arthur John. *Editor.* Best Books of 1914. (First Half-Year.)

See under Hawkes, page 10.

Nelson, Thomas and Sons, Ltd. *Publishers.* Standard Books. Vol. 2.

See under Nelson, page 11.

Robertson, J. M. *Editor.* Courses of study. *Second edition revised and expanded.* Watts: London. 1908.

A valuable guide to the book selector.

Sonnenschein, William Swan. Best Books. *New edition. Part* 1.

See under Sonnenschein, page 12.

PERIODICAL LITERATURE.

British Weekly. *Weekly.* 1d.

Very trustworthy reviews. Seldom is a standard work missed.

Expositor. *Monthly.* 1/-.
The reviews given in this periodical are written by specialists and can always be relied upon.

Hibbert Journal. *Quarterly. Williams and Norgate.* 2/6.
Reviews written by specialists.

SOCIAL SCIENCE.

This class is very popular with both sexes, containing as it does, books on the most important subjects, materially affecting the homes of the people. Frequent revision is necessary if it is to be kept a "live" class, otherwise a large number of works will be taking valuable shelf space, works that have once been popular but whose day is over. When a once popular subject has died out one or two historical résumés will be found quite sufficient for all the demands made upon the subject. Works on law, political economy, and government should always be represented by the latest editions. Works on topical subjects should be sparingly purchased. The representation of this class should not exceed 7% of the total stock.

GENERAL GUIDES.

Bisseker, H. *Editor.* A student's library. Kelly: London, 1911.
Pages 209–239 are devoted to the study of Social Science, best works are enumerated on the various subsections of the subject. Pages 281–297 are devoted to a bibliography of Social Science.

Bliss, William Dwight Porter. A handbook of socialism: a statement of socialism in its various aspects, and a history of socialism in all countries; together with statistics, biographical notes on prominent socialists, bibliography, calendar, chronological table and chart, *2nd edition. Social Science Series.* Swan Sonnenschein: London, 1907.
Appendix A contains:—"Bibliographical notes on socialist writers and leaders of all countries; together with those of some not socialists but connected with the socialistic movement."
Appendix B contains:—"Some good books, available to English or American readers on socialism and related topics."
Appendix C contains:—Socialist papers and magazines.

Bolton Public Libraries. Catalogue of books in the Central Lending and Reference Libraries. 1914. Class List No. 6 Sociology.

Arranged on the Dewey Decimal Classification Scheme, with author and subject indexes.

Bowker, Richard Rogers *and* Iles, George. Reader's guide to economic, social and political science. *New York Society for Political Education: New York,* 1892. 2/6.

A little out of date, but very useful in selecting initial stock. Brief annotations are given. Contains author index.

Brook, R. C. Municipal affairs: a bibliography. 1901.

A very complete bibliography of the world's Municipal Literature. Though rather out-of-date still useful to the selector.

Fabian Society. What to read on social and economic subjects. *Fifth Edition* 1910. *Fabian Society: London,* 1910.

First published in 1893. Arranged in a classified order under alphabetical subject headings.

Gross, Charles. A Bibliography of British Municipal History: including guides and parliamentary representation. *Longman's: New York,* 1897.

A classified bibliography with complete index.

Nelson, Thomas *and* Sons. *Publishers.* Standard Books. *Vol.* 1.

See under Nelson, page 11.

Robertson, J. M. *Editor.* Courses of study. *Second edition revised and expanded. Watts: London,* 1908.

See under Robertson, page 11.

Sonnenschein, William Swan. Best Books. *Vol.* 2. *Third edition.* 1912.

See under Sonnenschein, page 12.

Stammhammer, Joseph. Bibliographie des Socialismus und Cummunismus. Fisher: Jena, 1893.

A splendid bibliography, over 10,000 titles being given.

PERIODICALS.

Bibliographie der Sozialwissenschaften. Bochmert: Dresden, 1905 *to date.*

Published annually since 1905. A classified list with author index.

Institut International de Bibliographie. Bibliographica economica universalis, compiled by E. Szabos.

Issued monthly. A most complete classified list of books and articles on social subjects in all languages. The best guide to current foreign literature. (*See also* Szabos.)

Szabos, E. Bibliographica economica universalis. 1905.

This is now issued monthly by the Institut International de Bibliographie, Brussels.

PHILOLOGY.

The term philology, as we know it to-day, is generally given to the science of the study of languages. Philology unfolds the genesis of those laws of speech which grammar contemplates as a finished result. The selection of books for this class must be systematic to be of any value to the community and as great progress has been made in the study of this subject during the last century, all books relating to the subject published before the middle of the nineteenth century are practically obsolete.

In making a selection to represent the historical side of the subject, great caution should be exercised; philological works as a class are fairly expensive and only those works which are absolutely necessary should be purchased. Efficiency must not be sacrificed for economy however, and good standard works on all modern languages must be purchased. But a few works on each language will suffice. Quality should be the object in view, not quantity.

Naturally most attention must be paid to our own language which sprang from the Western Germanic branch of the Teutonic or Germanic division of the Aryan or Indo-European family.

Books on National languages, such as French, Spanish, Russian and German are all likely to be much used and should be purchased. While other languages such as Japanese, Norse and Italian, etc., should only be considered after a demand has been made for them.

About 3% should represent this class in relation to the aggregate stock. The four guides to the literature of Philology given below will be found to answer all demands which may be made upon them.

Bolton Public Libraries. Catalogue of Books in the Central Lending and Reference Libraries. Class List No. 7. Language and Literature. 1916.

A fine selection of modern works, arranged in classified order according to the Dewey Decimal Classification.

Hawkes, Arthur John. *Editor.* Best Books of 1914. (First Half-Year.)

See under Hawkes, page 10.

Nelson, Thomas *and* Sons. *Publishers.* Standard Books. *Vol.* 3.

See under Nelson, page 11.

Sonnenschein, William Swan. Best Books. *Part* 3.

See under Sonnenschein, page 12.

PERIODICALS.

Journal of Philology. *Bi-annually.* Macmillan: London. 4/6.

Valuable for the reviews of modern works. Very seldom is a good book missed.

Modern Language Review. *Quarterly.* Cambridge University Press, London. 2/6 net.

Reviews all the new books of interest to students of English and modern Continental languages.

CHAPTER V.

Useful Arts. Fine and Recreative Arts.

USEFUL ARTS.

This class will give the book selector more trouble than any other, for the pit-falls are numerous to the inexperienced for many reasons. Apart from Prose Fiction, it will be found that this class is easily the most popular with the working and middle classes.

This can be more easily gripped when we believe that good books are as necessary to the workman as are his actual tools. Tools and books in these days of education may almost be termed "correlative-properties."

It will be seen, therefore, that in selecting books for the initial stock of a public library it is very important that all fundamental books of each section of this class should be purchased. The selector will soon learn that the indispensable modern text-books are very expensive and that mistakes cannot afford to be made.

The staple industries of the town or district should be strongly represented, and in the case of industrial towns and centres, the task of efficiently meeting the public need is exceedingly difficult. The selection of the nucleus stock however does not present any great difficulty: it is when this has been made that the selector's anxiety may be said to really begin. He will soon realise that in such subjects as Engineering, Chemical Technology, Mechanic Trades, Gas and Oil Engines, etc., the subject matter is always undergoing change. Fresh discoveries and improvements are continually being made with the result that the new works on the subjects and new editions containing additional matter will have to be purchased. Then the output of books each year on technical subjects is amazing, and the selector will generally find that the sum of money to be expended on this class is not anything like sufficient to meet the demands made by the public for certain works.

These problems will have to be faced and the measure of success attained is dependent entirely on the experience and ability of the selector. Great care must be taken when discarding works from this class, in seeing that such works have been efficiently superseded. The proportion of Useful Arts in relation to the aggregate stock should be 9%.

GENERAL GUIDES.

"Building News." Best hundred architectural books competition. "Building News," December, 1908, *page* 827

A very fine selection given in three separate classified lists.

Chapman *and* Hall. *Publishers*. Catalogue of modern works on Science and Technology.

Published periodically.

Fortescue, G. K. *Editor*. Subject-index of the modern works added to the Library of the British Museum in the years 1881—1900. 3 *Vols*. 1901—03. Supplement, 1901—10. 2 *vols*. 1906—11.

Arranged alphabetically by order of the subjects.

Greenwood, Edgar. Classified guide to Technical and Commercial Books: principal British and American works in print (1904). Scott: London, 1904.

Although rather out of date and lacking an author index this guide is still valuable when used in conjunction with more modern guides.

Hawkes, Arthur John. *Editor*. Best Books of 1914. (First Half-Year.)

See under Hawkes, page 10.

Lockwood, Crosby *and* Son. *Publishers*. Periodical Catalogues.

Are amongst the best technical catalogues published. Indispensable in keeping this class up-to-date.

Nelson, Thomas *and* Sons. *Publishers*. Standard Books. *Vol*. 2.

One of the most valuable guides to the selection of Useful Arts.

See also under Nelson, page 11.

Peddie, R. A. Engineering and Metallurgical Books, 1907-1911: a full title catalogue arranged under subject headings of all British and American Books on Engineering, Metallurgy, and allied topics, published during the five years, 1907-1911; with their English

and American prices and publishers' names. Grafton and Co.: London, 1912. 7/6 net.

An indispensable work, especially when the foundation stock of a library is being formed. The work is kept up-to-date by the issue of Annual Supplements, which will be re-issued in volume form at the end of every five years.

Scott, Greenwood and Son. *Publishers*. Current Technical Catalogues.

Very useful catalogues which would be greatly improved if the original date of publication was given against each work catalogued.

Sonnenschein, William Swan. Best Books. *Part* 3.

The brief annotative entries will be found useful in deciding selection.

See also under Sonnenschein, page **12**.

PERIODICALS.

Cassier's Engineering, *formerly* Cassier's Magazine. *Weekly*. 6d.

Lengthy reviews are given.

Engineer. *Weekly*. 6d.

Books are occasionally reviewed.

Engineering. *Weekly*. 6d.

Generally two to three pages devoted to literature. Very trustworthy and seldom is an important book missed.

Engineering Review. *Monthly*. 6d.

Contains full reviews of current literature, with names of publishers and prices.

English Mechanic. *Weekly*. 2d.

Books are occasionally reviewed.

Textile Manufacturer. *Monthly*. 1/-.

Generally devotes a full page each month to books on Textiles and kindred subjects.

Work. *Weekly*. 1d.

Books are occasionally reviewed.

FINE AND RECREATIVE ARTS.

The subjects in Fine and Recreative Arts are represented by some of the most expensive books published—works which in themselves are works of art, garbed to tempt even the most discreet librarian. Such books, however, are luxuries for our average public libraries, and owing to the

diminutive income, can rarely be indulged in. The output of works on this subject is very large and great difficulty will be found in making a selection from a selection, as many valuable works must necessarily be ignored.

The standard text-books on the techniques of the various arts should be obtained, and good histories of the various subjects should be provided. In painting, the treatises on the various schools of painting both critical and historical should be available.

Monographs on artists should be purchased sparingly, as all information concerning individuals can generally be obtained from a dictionary of artists such as Bryant's or Champlin's. Also, to be of any artistic merit, monographs as a rule are expensive. Reproductions of famous paintings are best obtained through the medium of engravings, as the better class colour prints, such as those of the Medici Society, are as yet too costly for extensive purchase for public libraries. Collections of engravings issued to illustrate various famous collections, such as the National Gallery, are perhaps the most convenient form in which to obtain these reproductions.

A good plan in selecting works on individual artists is to use the charts of artists in Macfall's "History of Painting," which indicate the important ones in heavy type and by similar aids the relative importance of minor ones.

Bibliographies of the various artists are contained in the "Encyclopaedia Britannica" and "Chambers's Encyclopaedia," under the respective articles, and for the English School, the "Dictionary of National Biography" contains valuable sources of information.

Bearing these points in mind, and reckoning about 9% to the aggregate stock, and using that all important quality in selecting—discretion—a fairly representative collection in one of our most difficult classes should be obtained.

GENERAL GUIDES.

Bolton Public Libraries. Catalogue of books in the Central and Reference Libraries. Class Lists Nos. 1, 2, and 4, being Catalogues of books in the Central Lending and Reference Libraries. 1911-12.

Contents.—Class List No. 1.—Architecture, Landscape Gardening.

Class List No. 2.—Fine Arts, Sculpture and Engraving.

Class List No. 4.—Music.

Excellent suggestive selections. Class List No. 2

contains a splendid selection of works for the Reference Library.

Brown, James Duff. Guide to the foundation of a Music Library. 1893.

A very useful classified list, but rather out of date.

Hawkes, Arthur John. *Editor*. Best Books of 1914. (First Half-Year.)

See under Hawkes, page 10.

Macfall, Haldane. A History of Painting; with a preface by Frank Brangwyn: illustrated with two hundred plates in colour. 8 *Vols*. 1911.

Will be found very useful in selecting works on individual artists.

Nelson, Thomas *and* Sons. *Publishers*. Standard Books. *Vol*. 3.

See under Nelson, page 11.

Sonnenschein, William Swan. Best Books. *Part* 3.

See under Sonnenschein, page 12.

Sturgis, Russell *and* Krehbiel, Henry Edward. Annotated bibliography of fine arts including Music. Boston, 1897.

An important classified guide to the selection of art books. Over one thousand works and re-prints are given with full annotations. The subjects dealt with include Architecture; Decoration; Design; Painting; and Sculpture. Mr. H. E. Krehbiel is responsible for the selection of music. Contains author and subject indexes.

Universal Catalogue of Books on Art. 1870-77.

Useful for reference works only.

PERIODICALS.

Architectural Review. *Monthly*. 1/-.

Long reviews on books on architecture and kindred subjects are given in each issue.

Connoisseur. *Monthly*. 1/-.

Lengthy reviews are given. Very trustworthy.

Garden, The. *Weekly*. 1d.

Reviews are occasionally given.

Studio, The. *Monthly*. 1/-.

Never misses good books on art, and all reviews given are full and well written.

CHAPTER VI.

General, Prose Fiction and Juvenile Literature.

For convenience, I have divided this class into three sections:—

A—General;
B—Prose Fiction;
C—Juvenile.

A careful selection made on the general principles of book-selection will result in the saving of pounds that would otherwise have been foolishly wasted.

A—GENERAL.

The selector will come across a tremendous number of good-for-nothing books in this section and many that the world could do without, therefore, discretion in selection is imperative. Much will depend on the literary taste and knowledge of the selector, but it is necessary to purchase text-books on the literary history of various countries. A good selection of English and foreign essayists should be followed by recognised criticisms of the men themselves. All the poets mentioned in our literary history should be represented with the best editions, and a good selection of foreign poets should be made. How far this should be carried will depend upon the size and income of the library.

GENERAL GUIDES.

Allibone, S. Austin. Critical Dictionary of English Literature and British and American Authors. 3 *vols*. Lippincott: Philadelphia, 1902.
Supplement, by John Foster Kirk. 2 *vols*. 1902.
Valuable for its criticisms and useful biographical details.

Bennett, Arnold. Literary Taste; how to form it.
Useful for suggestive selections.

Hawkes, Arthur John, *editor*. Best books of 1914. (First half-year). *See* Hawkes. Chapter II. *page* **10**.

Nelson, Thomas *and* Sons, *Publishers*. Standard Books. Vol. 3. *See* Nelson. Chapter II. *page* **11**.

Nicoll (*Sir* W. Robertson), "Claudius Clear," *pseud*. Library for Five Pounds. Hodder & Stoughton: London, 1918. 1*s*. 3*d*. net.

Sonnenschein, William Swan. Best Books. *See* Sonnenschein. Chapter II. *page* **12**.

B.—SELECTION OF PROSE FICTION, WITH AIDS TO THE BEST GUIDES.

Fiction is looked upon as one of the easiest classes to select, yet in reality it is the hardest. Because one can always select a list of twenty to thirty novels it seems easy, it is only when we estimate the quality of those novels that have been selected do we see what an unsatisfactory selection it is. It is hard to select prose fiction because to be done properly it should be governed by principles that cannot very well be applied to other classes. This is one of the classes in which the librarian should lead his readers, as well as follow them, and his task is made more difficult by the great variety of fiction readers. They are the most difficult class of borrowers to satisfy.

I have made a very careful study of the selection of fiction and have come to the conclusion that the value of a selection can only be seen when it has proved itself. We must witness the fruits of our choice and watch them carefully instead of finishing at the selection. To be able to do this I suggest the section be divided into three parts, which I will term :—

A. Classical Fiction.
B. First Grade Fiction.
C. Second Grade Fiction.

Under these heads the selector should choose the various authors, and place their names in alphabetical order (leaving out foreign fiction or translations). I would have the following authors

IN CLASS A :—

Aguilar, Grace.
Ainsworth, William Harrison.
Austen, Jane.
Beckford, William.

Besant, *Sir* Walter.
—— *and* Rice, James.
Black, William.
Blackmore, Richard Doddridge.
Bronte, Anne.
Bronte, Charlotte.
Bronte, Emily Jane.
Bunyan, John.
Cockton, Henry.
Dickens, Charles John Huffam.
Disraeli, Benjamin, *1st Earl of Beaconsfield.*
Edgeworth, Maria.
" Eliot, George," *pseud.* Mary Ann Evans, *afterwards* Mrs. Cross.
Fielding, Henry.
Frederic, Harold.
Gaskell, Mrs. Elizabeth Cleghorn.
Gissing, George.
Goldsmith, Oliver.
Grant, James.
Hardy, *Sir* Thomas.
Harraden, Beatrice.
Hawthorne, Nathaniel.
Irving, Washington.
James, George Payne Rainsford.
Kingsley, Charles.
Kingsley, Henry.
Kipling, *Sir* Rudyard.
Lever, Charles.
Lover, Samuel.
Lytton, Edward George Earle Bulwer, *1st Lord Lytton.*
Marryat, *Captain* Frederick.
Meredith, George.
Morris, William.
Poe, Edgar Allen.
Reade, Charles.
Scott, *Sir* Walter.
Shorthouse, Joseph Henry.
Smollett, Tobias.
Stevenson, Robert Louis Balfour.
Thackeray, William Makepeace.
Trollope, Anthony.
Ward, *Mrs.* Humphry
Zangwill, Israel.

In Class B.

Allen, Charles Grant Blairfindie.
Allen, James Lane.
Atherton, Gertrude.
Bailey, Henry Christopher.
Baillie-Saunders, *Mrs.* Margaret.
Barclay, Florence L.
Barlow, Jane.
Barr, Amelia Edith.
Barr, Robert.
Barrie, *Sir* James Matthew.
Begbie, Harold.
Betham-Edwardes, Matilda.
Borrow, George.
Braddon, Mary Elizabeth.
Broughton, Rhoda.
Buchanan, Robert.
Burnett, *Mrs.* Frances Hodgson, *afterwards* Mrs. H. Townsend.
Caine, Thomas Henry Hall.
Carey, Rosa Nouchette.
Chambers, Robert William.
Churchill, Winston.
Collins, William Wilkie.
"Connor, Ralph," *pseud.* Charles William Gordon.
"Conrad, Joseph," *pseud.* Joseph C. Korzeniowski.
Corelli, Marie.
Craik, *Mrs.* Dinah Maria.
Crawford, Frances Marion.
Crockett, Samuel Rutherford.
Croker, *Mrs.* B. M.
Deeping, George Warwick.
"Dehan, Richard," *pseud.* Clotilde Graves.
Dell, Ethel M.
Doyle, *Sir* Arthur Conan.
Drummond, Hamilton.
Farjeon, Benjamin Leopold.
Farnol, John Jeffery.
Farrar, Frederic William.
Fothergill, Jessie.
Fowler, Ellen Thorneycroft, *afterwards* Mrs. Alfred Lawrence Felkin.
Galsworthy, John.
"Gray, Maxwell," *pseud.* Mary G. Tuttiett.

Haggard, *Sir* Henry Rider.
Harte, Francis Bret.
Hewlett, Maurice Henry.
Hichens, Robert Smythe.
" Hobbes, John Oliver," *pseud.* Mrs. Pearl M. T. Craigie.
Holmes, Oliver Wendell.
" Hope, Anthony," *pseud.* Anthony Hope Hawkins.
Howells, William Dean.
Hueffer, Ford Madox.
Hungerford, *Mrs.* Margaret W.
Jacobs, William Wymark.
James, Henry.
Jerome, Jerome Klapka.
Johnston, Mary.
Locke, William John.
London, Jack.
" Lyall, Edna," *pseud.* Edna Ellen Bayly.
McCarthy, Justin.
McCarthy, Justin Huntly.
Macdonald, George.
" Maclaren, Ian," *pseud.* John Watson.
Masefield, John.
Mason, Alfred Edward Woodly.
Mathers, Helen, *afterwards* Mrs. Henry Reeves.
" Merriman, Henry Seton," *pseud.* Hugh Stowell Scott.
Murray, David Christie.
Oliphant, *Mrs.* Margaret Oliphant.
" Orczy, *Baroness*," *pseud.* Mrs. Montagu Barstow.
" Ouida," *pseud.* Louisa de la Ramée.
" Oxenham, John," *pseud.* W. A. Dunkerley.
Page, Gertrude, *afterwards* Mrs. Dobbin.
Parker, *Sir* Gilbert.
Payn, James.
Peacock, Thomas Love.
Pemberton, Max.
Philpotts, Eden.
Porter, Gene Stratton.
Quiller-Couch, *Sir* Arthur Thomas.
" Raine, Allan," *pseud.* Mrs. Puddicombe.
Rice, Alice Hegan.
Riddell, *Mrs.* John Hodder.
Robins, Elizabeth, *afterwards* Mrs. George Richmond Parks.
Russell, William Clark.

" Rutherford, Mark," *pseud.* William Hale White.
Sabatini, Raphael.
Steel, Flora Annie.
Stockton, Frank Richard.
Sutcliffe, Halliwell.
Trevena, John.
" Twain, Mark," *pseud.* Samuel Langhorne Clemens.
Vachell, Horace Annesley.
Wells, Herbert George.
Weyman, Stanley John.
Whyte-Melville, George John.
" Wiggin, Kate Douglas," *pseud.* Mrs. J. C. Rigg.
Wilde, Oscar Fingall O'Flahértie Wills.
Wilkins, Mary Eleanor, *afterwards* Mrs. M. E. Freeman.
Wilson, *Mrs.* Augusta Jane Evans.
Wood, *Mrs.* Henry.
Worboise, Emma Jane, *afterwards* Mrs. Etherington Guyton.
Yonge, Charlotte Mary.

IN CLASS C.

" Ackworth, John," *pseud.* F. R. Smith.
" Adeler, Max," *pseud.* Charles Heber Clark.
" Agnus, Orme," *pseud.* J. C. Higginbotham.
Albanesi, E. Maria.
" Alexander, *Mrs.*," *pseud.* Mrs. Annie French Hector.
" Alien," *pseud.* Mrs. L. A. Baker.
" Andom, Robert," *pseud.* Alfred W. Barrett.
Annesley, Maud.
" Anstey, F.," *pseud.* Thomas Anstey Guthrie.
Appleton, George Webb.
Applin, Arthur.
Askew, Alice J. de C. *and* Claude Cary.
" Ayscough, John," *pseud.* F. D. Bikerstaffe Drew.
Banks, *Mrs.* George Linnæus.
" Baring, Max," *pseud.* Charles Massent.
Baring-Gould, Sabine.
Barrett, Frank.
Beach, Rex.
Becke, George Louis.
Bell, John Joy.
Belloc, Hilaire.
Bennett, Enoch Arnold.
Benson, Arthur Christopher.
Benson, Edward Frederic.

Benson, Robert Hugh.
Beresford, J. D.
Bindloss, Harold.
" Birmingham, George A.," *pseud.* James Owen Hanney.
Biss, Gerald.
Bloundelle-Burton, John Edward.
Blyth, James.
" Boldrewood, Rolf," *pseud.* Thomas Alexander Browne.
Boothby, Guy Newell.
" Bowen, Marjorie," *pseud.* Gabriel Vere Campbell.
Brown, Vincent.
Bullen, Frank Thomas.
Burgin, George B.
Calthrop, Dion Clayton.
Cambridge, Ada, *afterwards* Mrs. George Frederick Cross.
Cameron, *Mrs.* Henry Lovett.
Cannan, Gilbert.
Capes, Bernard Edward Joseph.
Castle, Agnes Sweetman *and* Egerton.
Chesterton, Gilbert Keith.
Cholmondeley, Mary.
" Cleeve, Lucas," *pseud.* Mrs. H. Kingscote.
Cobb, Thomas.
" Conway, Hugh," *pseud.* Frederick John Fargus.
Conyers, Dorothea.
Crane, Stephen.
Crawfurd, Oswald.
Crommelin, May H. de la Cherois.
Cullum, Ridgwell.
" Danby, Frank," *pseud.* Mrs. Julia Frankau.
Davis, Richard Harding.
Dawe, William Carlton Lanyon.
Dawson, A. J.
Deland, *Mrs.* Margaret Wade.
De La Pasture, *Mrs.* Henry.
De Morgan, William.
Diehl, Alice Mangold.
Diver, Maud.
" Douglas, Theo," *pseud.* Mrs. H. D. Everett.
Dudeney, *Mrs.* Henry E.
Duncan, Sarah Jeanette, *afterwards* Mrs. Everard Cotes
" Egerton, George," *pseud.* Mrs. Golding Bright.
Ervine, St. John G.
Everett-Green, Evelyn.

Fenn, George Manville.
Findlater, Jane Helen.
Fletcher, J. S.
Forman, Justus Miles.
Fox, John.
Fox-Davies, Arthur Charles.
" Francis, M. E.," *pseud.* Mrs. Francis Blundell.
Fraser, *Mrs.* Hugh.
Gallon, Tom.
Garvice, Charles.
" Gerard, Dorothea," *pseud.* Dorothea Longard de Longarde.
" Gerard, Maurice," *pseud.* John Jessop Teague.
Gibbon, Charles.
Gibbs, Philip.
Gilchrist, Robert Murray.
Gissing, Algernon.
Glanville, Ernest.
Glyn, *Mrs.* Elinor.
Gorst, *Mrs.* Harold E.
Gould, Nat.
Graham, Winifred, *afterwards* Mrs. Theodore Cory.
" Grand, Sarah," *pseud.* Mrs. M'Fall.
Green, Anna Katharine, *afterwards* Mrs. Charles Rohlfs.
" Grier, Sydney Carlyon," *pseud.* Hilda Gregg.
Griffith, George.
Griffiths, Arthur.
Gull, Cyril Arthur Edward Ranger.
Gunter, Archibald Clavering.
Hales, A. G.
Halifax, Robert.
Hamilton, Cosmo.
Harris-Burland, H. B.
Hatton, Joseph.
" Hay, Ian," *pseud.* J. A. Beith.
" Hill, Headon," *pseud.* F. Grainger.
Hocking, Joseph.
Hocking, Silas Kitto.
Hornung, Ernest William.
" Howard, Keble," *pseud.* J. Keble Bell.
Hume, Fergus.
Hunt, Violet.
Hutten Zum Stolzenberg, Freifrau von., *Baroness von Hutten.*

Hyne, Charles John Cutcliffe Wright.
"Iota," *pseud.* Kathleen Caffyn.
Jepson, Edgar.
Kenealy, Arabella.
Kennard, *Mrs.* Edward.
Kernahan, *Mrs.* Coulson.
King, Basil.
Leacock, Stephen.
Le Blanc, Maurice.
Le Fanu, John Sheridan.
Leighton, Marie Connor.
Leith-Adams, *Mrs.*
Le Queux, William.
Lowndes, *Mrs.* Marie A. Belloc.
Lucas, Edward Verrall.
"Lyall, David," *pseud.* Mrs. Burnett Smith.
"Lynch, Lawrence L.," *pseud.* Emma M. Van Deventer.
Machray, Robert.
"Macleod, Fiona," *pseud.* William Sharp.
Magnay, *Sir* William.
Major, Charles.
"Malet, Lucas," *pseud.* Mrs. Mary St. Leger Harrison.
Mallock, William Hurrel.
Mann, *Mrs.* Mary E.
Marchmont, Arthur Williams.
Marriott, Charles.
"Marryat, Florence," *pseud.* Mrs. Florence Lane.
Marsh, Richard.
Marshall, Archibald.
Maugham, William Somerset.
Maxwell, William Babington.
Meade, Lillie Thomassina, *afterwards* Mrs. Elizabeth Toulmin Smith.
Meadows, Alice Maud.
Middlemass, Jean.
Mitford, Bertram.
Moberly, Lucy Gertrude.
Montresor, F. F.
Moore, Frank Frankfort.
Moore, George.
Morrison, Arthur.
Muddock, Joyce Emmerson Preston.
Munro, Neil.
Nesbit, E., *afterwards* Mrs. Hubert Bland.
Newbolt, *Sir* Henry John.

Nisbet, Hume.
Norris, Frank.
Norris, William Edward.
Ohnet, Georges.
Ollivant, Alfred.
Onions, Oliver.
Oppenheim, Edward Phillips.
Osborne, Lloyd.
Pain, Barry.
Perrin, Alice.
Phillips, David Graham.
Praed, *Mrs.* Rosa Coroline Mackworth.
Pratt, Ambrose.
Prichard, K. Hesketh and H. Hesketh.
Pugh, Edwin William.
Rawson, *Mrs.* Maud Stepney.
" Reed, Myrtle," *pseud.* Mrs. McCullough.
Reynolds, *Mrs.* Fred.
Reynolds, *Mrs.* Louis Baillie.
Richardson, Frank.
Ridge, William Pett.
" Rita," *pseud.* Mrs. W. Desmond Humphreys.
Rives, Amélie, Princess Troubetzkoy.
Roberts, Morley.
Robinson, Frederick William.
Rowlands, Effie Adelaide.
Russell, Dora.
" St. Aubyn, Alan," *pseud.* Mrs. Francis Marshall.
Savage, Richard Henry.
Schreiner, Olive, *afterwards* Mrs. Cronwright Schreiner.
Scott, John Reed.
Sergeant, Emily Francis Adeline.
Sewell, Elizabeth Missing.
Sheehan, Patrick Augustine.
Sheppard, Alfred Tressider.
Shiel, Matthew Phipps.
" Sidgwick, *Mrs.* Alfred," *pseud.* Mrs. Arthur Dean.
Silberrad, Una L.
Sims, George Robert.
Sinclair, May.
Sinclair, Upton.
Smedley, Constance, *afterwards* Mrs. Maxwell Armfield.
Snaith, John Collins.
Somerville, Edith Œnore.

Speight, Thomas Wilkinson.
Stacpoole, Henry de Vere.
Stanton, Coralie *and* Hosken, Ernest Charles Heath.
Steuart, John Alexander.
Stockley, Cynthia.
"Swan, Annie S.," *pseud.* Mrs. Burnett Smith. *See also* "David Lyall," *pseud.*
Swinnerton, Frank Arthur.
Syrett, Netta.
Tarkington, Newton Booth.
"Tasma," *pseud.* Madame Jessie Fraser Couvreur.
Thomas, Annie, *afterwards* Mrs. Pender Cudlip.
Thurston, E. Temple.
Thurston, Katherine Cecil.
Tracy, Louis.
Trent, Paul.
Troubridge, *Lady*.
Truscott, L. Parry.
Turner, Reginald.
Tweedale, Violet.
Tynan, Katharine, *afterwards* Mrs. Katharine Tynan Hinkson.
"Tytler, Sarah," *pseud.* Henrietta Keddie.
Upward, Allen.
Vaizey, *Mrs.* George de Horne.
Vance, Louis Joseph.
Vorst, Marie van.
Walford, *Mrs.* Lucy Bethia.
Wallace, Edgar.
Warden, Florence, *afterwards* Mrs. Florence James.
Warwick, Sydney.
Watson, Henry Brereton Marriott.
Weale, B. L. Putnam.
Westall, William.
Wharton, Edith.
Whishaw, Fred.
Whitby, Beatrice Jeannie, *afterwards* Mrs. Philip Hicks.
White, Fred M.
White, Percy.
White, Stewart Edward.
Whiteing, Richard.
Whitelaw, David.
Willcocks, Mary Patricia.
Williamson, *Mrs.* Alice Muriel.

Williamson, Charles Norris *and* A. M.
Wilson-Barrett, Alfred.
" Winter, John Strange," *pseud.* Mrs. H. E. V. Stannard.
Wister, Owen.
Wylie, I. A. R.
Wyllarde, Dolf.
Wyndham, Horace.
Wynne, Fred E.
" Yorke, Curtis," *pseud.* Mrs. S. Richmond Lee.
Young, F. E. Mills.
" Zack," *pseud.* Gwendoline Keats.

It may be argued that the selection of novelists must differ with each Librarian; quite so, but should it do so, it will not be detrimental to the selection as long as the principle is carried out. Of course it is essential that the selector should work out the three groups before any purchases are made. About 6% of the aggregate book expenditure should be allowed for prose fiction. This 6% may in turn be divided on something like the following lines :—1% reserved for Class A.; 2½% for Class B.; and 2½% for Class C. If the selection is done in this manner, and I see no reason why it should not, it will come as a great surprise to the selector to find what a tremendous number of inferior fiction must be deleted from the original selection.

First consideration should always be given to Class A. It will be found that many volumes in this class will soon get worn out, while many will be lost through infectious cases. Needless to say, such works should be replaced as soon as possible. The purchase of new works and the replacements necessary in Class B. must be governed by careful consideration of each work. In regard to Class C. books that get worn out or withdrawn for various reasons should only be replaced under exceptional circumstances; when this plan is carried out the stock will gradually " weed " itself.

I make the suggestion that these three classes should be kept separate, especially in " open access " libraries. When this is done many points will be made clear, *i.e.*, the stocks will be more easily ascertained. Works that do not circulate in Class C. will be easily detected, and these books and even in some cases the author's name would be eliminated from the list. Under these principles of Fiction selection we should get an ideal stock, as each author is weighed and considered, and his works only purchased when occasion demands them.

Classes A. and B. will well repay the attention devoted to them. They will always be there to lead the public when wanted. Again many borrowers who commence at Class C. would try to manage Class B. now and again, to eventually climb to Class A., and when once they have touched this class we should seldom see them at Class C. again.

GENERAL GUIDES.

Baker, Ernest Albert. A guide to the best fiction in English. *New edition enlarged and thoroughly revised.* Sonnenschein : London, 1902, 1913.

This new edition gives information in descriptive notes of between 7,000 and 8,000 works of fiction, including particulars of publishers, prices, and dates of publication. While the guide is selective, it is most comprehensive. Arranged first by nationalities, then subdivided according to century in which the book was published, the entries under the various centuries are arranged alphabetically according to names of authors. A very full index to authors, titles, and subjects.

—— —— A guide to historical fiction. 1914.

A new edition of the author's " History in Fiction." A companion to the above work and uniform with it in size, publisher and price. Full bibliographical particulars and annotations are given. Main arrangement according to countries, each country is then arranged chronologically.

—— —— History in Fiction ; a guide to the best historical romances, sagas, novels and tales. (*English Library.*) 2 *vols.* Sonnenschein : London, 1907. 2s. 6d. each vol.

Vol. 1. English Fiction.

Vol. 2. American and Foreign Fiction.

An amplification of the historical appendix to the author's " Guide to the best Fiction." Arranged first by countries, then chronologically by the date of the subject. Vol. 2 deals only with translations of foreign fiction. An author, title and subject index is given to each volume. Well annotated.

Bowen, H. C. Descriptive catalogue of historical novels and tales. *New edition revised and enlarged.* Stanford : London, 1905.

Useful in compiling a chronological table of fiction. Arranged chronologically under various countries. The lack of indexes is a great drawback.

Brown, Stephen J. Ireland in fiction : a guide to Irish novels, tales, romances and folklore. Maunsel and Co. : 1916, 7s. 6d. net.

The above work is an expanded edition of the 1910 publication. In this work he deals with almost twice as many books, expounding in a few words the theme of each, and adding a biographical note on the author. As a work of reference it will be found of considerable value. Appendix A. gives "some useful works of reference." B. "Publishers and series." C. "Irish magazine fiction." D. "Irish historical fiction." Contains complete title index, with selected subjects.

Buckley, J. A. *and* Williams, W. T. A guide to British historical fiction. Harrap : London, 1912.

Intended for teachers of Secondary and Elementary Schools. A very representative list illustrating every phase of British History. Includes many "out of print" works. Arranged chronologically. The annotations are very full. Author and title indexes.

Derby. Midland Railway Institute. Baker, Ernest Albert. Descriptive Handbook to the more noteworthy works of Prose Fiction in the Library of the Midland Railway Institute, Derby. Midland Railway Institute : Derby, 1899.

The pioneer work as an annotated catalogue to prose fiction. Very full annotations are given.

Finsbury Public Library. Class-Guide to Fiction. *New and revised edition.* 1903.

Entries are very brief, valuable for the appended list illustrating the historical development of the novel and a bibliography of guides to the plots and characters of fiction. Both lists are well annotated.

Newark (New Jersey) Public Library. A thousand of the best novels. *Revised edition.* New York, 1906, 5 cents.

An American selection. First published in 1906, with many later re-issues. Still useful for the older works.

Nield, Jonathan. A guide to the best historical novels and tales. *4th edition.* Elkins Mathews : London, 1911.

First published in 1902, and all the editions since are incorporated in an extensive supplement. Contents are arranged in tabular form giving title, author, publisher and subject. The sequence is chronological irrespective of country. Supplements form the bulk of

the work and consists of a list of about 3,000 notable novels (semi-historical). Fifty representative historical novels; suggested courses of reading (Juvenile); and a bibliography. An index of authors and titles is given.

Philadelphia Public Library. Contribution to the classification of works of prose fiction; being a classified and annotated dictionary catalogue of the works of prose fiction in the Wagner Institute Branch of the Free Library of Philadelphia, by O. R. H. Thomson. Philadelphia, 1904.

Contains a large number of pithy, descriptive annotations. There is an index to the historic and legendary characters appearing in the novels.

San Francisco Library. English Prose Fiction, also containing poetry. Crocker: San Francisco, 1891.

Though called "A classified and annotated catalogue," its arrangement, however, is rather that of a dictionary catalogue, and the annotation is restricted mainly to lists of contents, class numbers, and such details as the real names of authors, etc.

C.—JUVENILE LITERATURE.

In selecting books for children the Librarian has a difficult task to face,—and one which he is often least qualified to perform.

Unlike the other classes of literature, the tastes of the children must be the *chief* guide in selecting, for it is of little use buying only the books which it is considered children *ought* to read. Classical literature cannot be forced upon the majority of children, their tastes must be pampered to within reason in order to give them a love of reading, and when that is accomplished it may be safely reckoned that the child will come on its own accord to the best literature.

Much has been said and written in condemnation of "pernicious" literature, but it is doubtful if this is as black as it is painted, or responsible for much of the harm attributed to it. The "Penny-dreadful" is no social evil, as some would have us believe. Its chief harm lies in their physical form—the cheap paper, the poor printing, illustrations, etc. Beyond this, it can do no harm to any healthy-minded boy; sensation is necessary to the development of the human mind, and in the mind of the child Nature craves

tor it, and this craving must be satisfied if we are to have healthy-minded citizens, for is not "the child father to the man". Ruskin asserts that sensation is good for us. In his "Sesame and Lilies," he emphatically says: "I tell you it is not less sensation we want, but more—as human beings it *is* good for us."

Such literature, however, is outside the province of the public library, its very cheapness excludes it, even if its literary merit would admit it. It is possible though, that if an average "blood-curdler" was produced in the form of a handsome book, well printed, and illustrated, it would find a place on the shelves of many juvenile libraries

The moralising, or "goody-goody" books are undesirable as a class, but it is difficult to differentiate. Every library should contain works by Hesba Stretton and Silas Hocking, yet these are essentially of that nature, consisting of a pathetic story, teaching sympathy with the poor, and other virtues. Children enjoy these books, however, and this determines whether they should be placed in public libraries. The moralising can do no harm so long as it is not over-done to such an extent as to be repellent, and the favour with which such books are received by the children should be the reason for their purchase.

The selection of books for the very youngest children presents difficulties as to where to draw the line. Mere alphabet and picture books should not be purchased, but easy readers and simple story books should be provided. It is not the business of the public library to teach the child to read, but to give it a love for good literature, and thus form a reading habit.

Juvenile collectings should be composed of romance and adventure, school tales and fairy tales, natural history, in the form of animal books for the youngest children, and "beginners" in botany and zoology for the elder, and a very liberal smattering of useful arts and science to satisfy boy readers, for most of them are longing for the time when they will drive an engine, hoist sails, and bound o'er the billows, dig coal or look after dynamos. Historical biography should also be well represented. The chief guides to the selection of juvenile books are:—

Baker, Ernest Albert. A descriptive guide to the best fiction. 1903.

Includes a great number of juvenile books.

Baker, Ernest Albert. History in fiction. (*English Library*). 2 *vols*. Routledge: London, 1907. 2*s*. 6*d*. each.

Can be used when his " Guide to the best Fiction " is not available.

Baker, Franklin T. A bibliography of children's reading. 1908.

A very carefully compiled classified list. Useful in the selection of books for children at certain ages.

Brown, James Duff. The small library. (*English Library*) Routledge: London, 1907. 2*s*. 6*d*.

A nucleus list of authors suitable for children will be found at pages 63-70.

Field, Walter Taylor. Fingerposts to children's reading. McClurgy: Chicago. 1907.

A valuable graded and classified selection of books for American school libraries.

Finsbury Public Library. Descriptive handbook to juvenile literature. 1906.

A classified and annotated catalogue giving publishers and prices. Valuable in forming the foundation stock.

Hardy, George E. Five hundred books for the young. Scribner: New York, 1892.

Another useful graded and annotated American catalogue.

Hewins, Caroline Maria. Books for boys and girls. A.L.A. Pub. Board Boston, 1904. *3rd edition*. 1915.

A classified guide with brief explanatory notes of a select list of books.

Leypoldt, Augusta Harriett *and* Iles, George. *Editors*. List of books for girls and women and their clubs. A.L.A. Pub. Board: Boston, 1895.

One of the most valuable guides to book selection (Juvenile) published by the American Library Association, who made a different person responsible for each section. Contains over 2,000 works, arranged in classified order with full annotations, publishers, prices, and indexes.

London County Council. Requisition list of books for school lending libraries. 1908.

Classified in two grades, containing over 1,000 works. Author index.

Michigan, State of. Supplementary Catalogue of Books for District, township, and High School Libraries in the State of Michigan. Lansing: Michigan, 1916.

Nelson, Thomas *and* Sons, *Publishers*. Standard books. *Vol. III*. 1912.

Selected by a specialist. Full annotations.

Olcutt, Frances J. Children's reading. Boston, 1912.

Pittsburgh, Carnegie Library. Catalogue of books, annotated and arranged for the first eight grades in the Pittsburgh schools. Pittsburgh, 1907.

A magnificent classified catalogue, graded and annotated. Full indexes.

—— —— —— Catalogue of books in the children's department. Pittsburgh, 1909.

The high water mark of children's catalogues, classified in three parts, with full annotations. Chief American books. Over 2,500 titles are given. Full subject, author and title indexes.

Potter, Marion E., *and Others*. *Editors*. Children's catalogue: a guide to the best reading for young people based on twenty-four selected library lists. Wilson: Minn., 1909.

A catalogue divided into two parts, the first being an author, title and subject catalogue of 3,000 books. Part 2 is an author and subject index to St. Nicholas Magazine, vols. 28-36.

Sargent, John Frederick. Reading for the young. A.L.A. Pub. Board: Boston, 1890.

A classified and annotated catalogue in which the books are graded for children at different ages. Complete author and subject indexes. The selection is chiefly American.

Sayers, W. C. Berwick. The Children's Library: a practical manual for public school and home libraries. (*English Library*) Routledge: London, 1911. 2*s*. 6*d*.

An indispensable work in the selection of Juvenile Literature.

Stevenson, Lilian. A Children's Bookshelf. suggestions on children's readings, with an annotated list of books on Heroism, Service, Patriotism, Friendliness, Joy and Beauty. *2nd Edition*. 1917.

A valuable list of books, though discretion must be used when purchasing for public libraries.

What Shall we Read Now? A list of books for children from four to fourteen years old, compiled by the Children's Room, Pratt Institute Free Library, Brooklyn, N.Y.; and the Free Public Library of East Orange, N.Y. H. W. Wilson Company, White Palins, N.Y., 1915.

Four short lists of books are given, grouped under headings. Publishers' names and prices are given. Many of the entries are annotated.

Wood, Walter. Juvenile Literature and the value of stories. *In His* "Children's Play and its place in education." pp. 136-153. Kegan Paul & Co., London, 1913.

A useful list of books for the youngest children and a list of historical novels. No publishers or prices given.

"Class-Lists" and "Bulletins," issued by the Cardiff, Croydon, Stockport, Notts and West Ham Public Libraries will be found very useful. The American Library Association's "Book List" also contains a large number of children's books. The notes given in the "Times Literary Supplement" and the "Publisher's Weekly" will also be found very useful, while the "Boy's Own Paper," "Captain," "Little Folks," and "St. Nicholas Magazine" contain reviews from time to time.

CHAPTER VII.

History, Travel, Geography and Biography.

The selection of books on history and biography must be methodical if a good selection is to be obtained. The various epochs must be selected step by step without making a leap. The selection must be very painstaking, as the output of books on these subjects will be found indefinite.

A person is not considered to be cultured unless he is well read in history and biography. It will be admitted that the academic studies are wrapped up in these subjects. History shows us the life of the human race in all its fulness, and we are able to follow up its continuous and difficult evolution. It is the means of interpreting many phases of life that previously were hidden or had no meaning to us.

A fine selection of the works on our own country's history should be our first consideration; then the Theocratic Age, the Graeco-Roman World, the Mediaeval Age, and then the Modern World, should all be well represented.

Biographies are often but a peg on which to hang or relate in an interesting manner a history of the period. Certainly history told through the life of an individual gains in interest more than it can lose through the tendency of a biographer to over-estimate the importance of his hero. In theory it is hard to say where history ends and biography begins, they are inseparable. The guides to the selection of works on history are numerous, but guides to biography are scarce, but in the General Guides at the end of this chapter, those starred (*) will be found most useful for biographical works.

Travels and voyages are always popular with the reading public, but works on the "globe-trotting" variety, such as "In the wilds with a Motor Car," "Three weeks alone in the Australian Bush," should be avoided. No other form of literature, as History, Travel, Geography and Biography is so stimulating to the general public, who are always interested to know and to read what manner of men

and women were these people who did big things in their time, but the selection can easily be overdone, with the result that valuable money expended on these subjects will be thrown away.

About 24 per cent of the aggregate sum available for the purchase of books should be utilised.

GENERAL GUIDES.

Adams, Charles Kendall. Manual of historical literature. *3rd edition, revised.* Harper: New York, 1903.

Classified by countries. Courses of reading on the history of each country are given. The critical notes are excellent. Complete indexes are given, making the work one of the most important guides to the selection of history.

Anderson, John Parker. Book of British Topography. Sachell & Co.: London, 1881.

Consisting of a list of the books in the British Museum on British Topography. This work is still valuable in the selection to the older books.

*Chalmers, Alexander. General Biographical Dictionary. 32 *vols*. Whitaker: London, 1812-17. O.P.

This work still remains one of the best and most comprehensive dictionaries.

*Chamber's Encyclopaedia: a dictionary of universal knowledge. *New Ed.* 10 *vols*. Chambers: London, 1901.

Will be found very useful for the lists of books given under the names of people, and for bibliographic references.

*Dictionary of National Biography: edited by Sir Leslie Stephen and Sir Sidney Lee. 22 *vols*. Smith Elder: London, 1908-9.

This is a re-issue of the dictionary of national biography, first issued in 71 volumes, 1885-1912. This reprint, while not supplying any new material, corrects a few errors found in the earlier edition.

Gross, Charles. Sources and literature of English history, from the earliest times to about 1485. *New Edition.* Longmans: London, 1915.

First published in 1900 and revised and enlarged in 1915 this work will be found most valuable. This book is divided into four parts. Each chapter is then divided chronologically. Continental works are included. Full index.

Gross, Charles. A Bibliography of British municipal history. Longmans: New York, 1897.

A very important book of reference.

Hall Granville Stanley, *editor*. Methods of teaching and studying history. (*Heath's Pedagogical Library*). Harrop: London, 1913. 5*s*.

A very useful work.

Harrison, Frederic. The meaning of history and other historical pieces. Macmillan: London, 1904.

Chapters I-III contain many valuable and suggestive lists of books, which will be a great help to the selector of the foundation stock of a public library.

Langlois, Charles Victor. Manuel de bibliographie historique. 2 *vols*. Hachette: Paris, 1901-04.

This work fills a gap in the study and selection of history. Divided into two parts, the first part being on general bibliographical works of authority, the second on the "tools" necessary to the student of historical science.

Larned, Josephus N., *editor*. The literature of American history: a bibliographical guide. A.L.A. Pub. Board: Boston, 1902.

—— —— Supplements, 1900-1; 1902; 1903; 1904.

Issued by the American Library Association. A very useful classified guide: with full annotations, showing the scope and worth of each book included. Author and subject index.

Mill, Hugh Robert, *editor*. The International Geography by seventy authors. Newnes: London, 1899.

Each section is written by a specialist or recognised authority of high standing, and at the end of each section lists of Standard Books are given dealing exclusively with the special period or region under consideration. Great care appears to have been taken to exclude any works known to contain untrustworthy statements. One of the most valuable aids the selector on this subject can possess.

Nelson, Thomas *and* Sons, *Publishers*. Standard Books. *Vol*. 1. *See* Nelson, *Chapter II*., *page* 11.

Robertson, John Mackinnon, *editor*. Courses of study. *2nd edition revised and expanded*. 1908.

Pages 139-328 will be found suggestive in the selection of history and pages 366-370 for Geography.

Robertson, J. M. Courses of study. *Continued.*—
Books for beginners are printed in heavy type, and the more comprehensive works in ordinary type spread out. Author and subject indexes.

Sonnenschein, William Swan. The Best Books. *Parts II. and III.* *See* Sonnenschein, *Chapter II., page* **12**.

Bibliographies. The Bibliographies to be found in " Stories of the Nations " Series, should be consulted, as they are valuable aids.

PERIODICAL LITERATURE.

Annual Register: a review of public events at home and abroad. Longmans: London, 18*s*.
Published yearly since 1748. The best books of the year are reviewed in each volume. Complete index to each volume.

English Historical Review. *Vol. I.* 1886 *to date.*
Contains excellent reviews of modern works.

CHAPTER VIII.

Miscellaneous Selection:

Music. Withdrawals and Replacements. Unfinished Publications. Local Collections.

We have always been known as a music-loving nation. It is a rare thing nowadays to find a home without at least one member being a student of the pianoforte or some branch of the art. This being the case, it is the duty of the librarian to stimulate the growth of musical culture by the formation of a select collection of works on music. This duty is at last being recognised and very few of our many public libraries can be named who do not possess such a collection. The librarian has recognised that music has as much claim to be represented as a section of the library as any other section of literature. He has awakened to the fact that in his town there is a large number of musical students who are studying for their L.R.A.M., or other examinations, and that the majority of them cannot afford to purchase all the works that are necessary to complete their musical education; therefore the public library must step in and supply the want. Where music collections have been established the librarian has in nearly every case stated that "it is one of the most popular and best appreciated sections of the library." Apart from their value to students musical books are borrowed for recreation, and this should be remembered when the selection is being made.

The music collection should contain standard text-books on the theory of music, good histories of music and of various instruments and a good selection of operas, oratorios, cantatas, and other vocal scores, volumes of the principal orchestral and chamber compositions, will be found very popular. The majority of the pianoforte and instrumental collection should consist of the classical compositions such as Beethoven, Mozart, Chopin, Schumann, Grieg, Mendelssohn, etc., although a small number of the

lighter and more popular music could be included with advantage. Each grade, elementary, more difficult, and advanced should be represented, in fact, it is desirable that the collection should be so represented that a beginner will be able to procure elementary compositions graduating into the more difficult works, and finally into the most difficult masterpieces.

This section having been once formed must not be allowed to remain stationary, but must be kept up-to-date. This is one of the sections of a public library where the aid of specialists is welcomed, as the librarian (unless he should be a capable musician himself) cannot be expected to know as much about music and musicians as a local professor of music would.

The following works will be found to be of great value in selecting an initial stock.

GUIDES.

Brown, James Duff. Guide to the formation of a music library. 1893. *Revised edition.*

Published by the Library Association. A detailed list of the best books for a small collection is given. The most authoritative guide to music.

Dickinson, Edward. Growth and development of music. Described in chapters on study of musical history. Annotated guide to music literature. Reeves: London, 1905. 10*s*.

A valuable guide.

Hofmeister, F. Musikalisch-Literarischer monatsbericht uber neue Musikalien, musikalische. Schriften und Abbildungen.

A monthly classified list of music published on the Continent. The reviews of musical literature are given with publishers and prices.

Krehbiel, Edward. Music, *in* Sturgis, Russell and Krehbiel, Edward. Annotated biography of fine art: (including music) Boston, 1897.

One of the best authorities on the selection of music.

Matthew, James E. The literature of music. (*The Book-Lover's Library*). Elliot Stock: London, 1896.

A very useful work dealing with the Biography, Dictionaries and Literature of Music. Contains chapters on sacred music and the opera. Also contains a bibliography.

WITHDRAWALS AND REPLACEMENTS.

A large number of books are periodically withdrawn from public libraries in the course of a year, these include "worn outs," "lost by borrowers," "sanitary," "missing at stocktaking," and a large number of works become obsolete, or are superseded by later editions.

The replacing of these works must receive very careful attention, as the library rate is limited, and the amount available for the purchase of replacements is very little. It does not necessarily follow that because a work is worn out it must be replaced, far from it, its value to the collection must be carefully weighed, to see if it is still worthy of a place on the shelves. In the case of prose fiction, the problem can easily be solved. The popularity of the work, and the present number of works in the library by the same author, must be the deciding points. Should such a work as "Tess of the D'Urbervilles" be worn out, it should be replaced as soon as circumstances will permit, because it is a standard work and well worth its place on the shelves, even if all the rest of Hardy's works are contained in the library; but, should it be found necessary to withdraw such a work as "Seventy-times seven," although the work has had and would still have, a very popular demand, it should not be replaced if the library contained another dozen of Adeline Sergeant's works in circulation. In this case the money could be much better used in purchasing some superior work by another author. The literary value of the author and the work itself must always be carefully considered.

Another pitfall that the librarian has to contend with is the "out-of-print" bogey. It is astonishing what a large number of works by our standard authors are "out-of-print." We probably have the cheap editions published by the large firms to account for this. People nowadays will not pay three and six for a book when they can obtain it in a sevenpenny or shilling edition. These cheap editions are totally unsuitable for our public libraries. Under these circumstances, I think it best to make a rule only to purchase replacements for fiction and juvenile books when they can be secured second-hand. A plan that has been found to work very well is to tabulate a list of all fiction and juvenile books, decided to be replaced. This list should then be mimeographed and a copy sent to the second-hand book-sellers. The list may be ruled in the following way, the

last two columns being left for the bookseller to fill in:—

Author.	Title.	Edition	Cost Price.	Condition.	Offered at.
Farnol	Broad Highway		£ s. d. 6 0		

It is advisable to send all the lists out at the same time and instructions should be given to each bookseller asking what can be supplied at a given date. When the lists are returned, the librarian will be able to compare the prices and conditions, and thus make his selection from the various dealers. This method will be the means of saving money and is far superior to sending to only one dealer at a time and letting him supply all possible wants at his own price.

When new editions appear of technical and scientific books, it is necessary that they should be purchased if they contain fresh material or have been revised. Care must be taken, however, that " reprints " are not purchased for new editions. Many works have been advertised in prospectuses as new editions, when actually the work is merely a " reprint ". It is essential that our technical and scientific classes should be kept up-to-date with new editions, and with discretion it can be done economically.

Many libraries cannot afford to purchase all the works necessary to their stock, until a number of the works can be obtained through the second-hand market. When this is the case a good plan is to copy the author entries of selected works from the replacement list and paste them on slips of paper. Every three to six months these slips should be arranged alphabetically by author, or in a classified order, and the librarian should visit one of our large cities, such as London or Liverpool, and make a call at all the large booksellers, taking with him the slips. By this means he is able to carefully examine many books that are on his " wanted list," and thus make bargains satisfactory to all concerned. A large number of biographies, books on travel, fine art, philosophy, and general literature, are the most suitable to purchase in this manner. Books on technical subjects, religion, science, sociology, philology, and new prose fiction, should be purchased when wanted, and not second-hand. In the purchasing of historical and juvenile literature, discrimination must be used as to what can be left over and what must be purchased immediately.

DUPLICATION.

Duplication is the primary effect of branch libraries on selection. The extent to which this is carried out depends, of course, upon the number of libraries in the system. A copy of each book in great demand should be placed in each library, but the various stocks should not be identical.

Having supplied each library with what may be termed the "essential" books, attention can be paid to the distribution of other necessary stock. The Central Library will naturally stand foremost, and all important books should be relegated there, before the branch libraries are considered.

In cases where there are several good text-books on one subject, it is advantageous to divide them between the branches. Suppose, for instance, there are three branch libraries, and nine good manuals of chemistry, each of which are in the Central Library. By distributing three of them to each branch the subject is represented in each library, and what one lacks the other has, of course. Where this is done, the reader's ticket should be interchangeable.

In keeping the Branch Libraries up-to-date the Librarians in charge should be invited to send in a monthly list of book suggestions, as they are more familiar with the needs of the locality.

The duplication of prose fiction should receive careful attention. It is a mistake to purchase two or more copies of the same work for one library, if it can be foreseen that only one copy will be in demand after two or three months, from the date of publication. This is a question that each librarian must decide, according to the size of the library, amount of income available, and, even in some cases, local circumstances.

UNFINISHED PUBLICATIONS.

Unfinished works are fairly numerous, and the selector should always be able to consult a guide, whenever a doubt prevails as to whether any work, even if in an unfinished state, is worth purchasing. Every librarian should have access to the only work published on this subject, namely: "Unfinished Books: a Bibliography of unfinished books in the English language," by A. R. Corns and Archibald Sparke, Quaritch: London, 1915. 10*s*. net. In the compilation of this bibliography, which runs to 250 pages, the object of the authors has been to record the books and writings in English that have been left in an unfinished state by their

authors. They have also sought, by annotation, to tell from trustworthy sources the reasons that have debarred the writers of these literary fragments from concluding their labours. To determine whether a book was left unfinished by its author, or whether it has merely become separated from a continuing volume is not a frequent uncertainty of book-buyers, booksellers, and librarians, and the authors venture to think that it will be of some service to them to have a bibliographical record to which they may turn for information as to the extent to which writers carried their unfinished publications. The volume contains more than 2,000 entries.

LOCAL COLLECTIONS.

The growing interest which is being taken into the methods, habits and thoughts of our ancestors, makes it advisable to devote care and consideration to acquiring and preserving books and documents of local interest. Without doubt, the library should be the repository of all archives, where they will become a mine of wealth for the local historian and archaeologist, as well as the recognised source of information upon local official matters, of the past and present.

There is much difference of opinion as to what works should be contained in the "Local Collection." Some libraries collect everything in print or manuscript of local interest, leaving to posterity to decide their value, others collect only books and pamphlets, while some collect books, pamphlets, and cuttings from newspapers, omitting prints, photographs, play bills, posters, etc. It is hard to decide what should be collected and what omitted. The size of the locality, the geographical position of the library, the sum of money available for additions to the collection, the accommodation the library can provide for the collection, are all factors that will help the librarian to decide the scope of his selection.

In the collecting of local literature, a good knowledge of palaeography will be advantageous to the librarian.

The following suggestive table is given as a guide to what may be collected to make the collection a complete *olla podrida* of local literature:—

(1) All literature referring to the locality.

(2) Maps, plans, prints, drawings, photographs, etc., of the locality.

(3) Writings of local authors, *i.e.*, persons who are natives, residents, or have intimate connection with the locality.

(4) Newspapers and periodicals issued locally. Supplemented by cuttings pasted on guard books.

(5) All literature printed locally. (For ordinary districts).

(6) Local records, such as parish registers, rate-books, and other MSS. printed transactions of the local authorities, local Acts of Parliament, etc.

(7) Books bound by local binders, if of any eminence.

Some librarians experience some difficulty in tracing local works. The columns of the "Publisher's Circular" should not be over-looked and second-hand catalogues should be carefully read through; while county bibliographies will give valuable assistance in the selection. A large number of booksellers report anything they may acquire, that may be of local interest, if the librarian has intimated to them that he is desirous of receiving their reports. It is also advisable to insert a small advertisement in the local press, to appear periodically, inviting the public to present to the library any works of local interest they might have in their possession.

CHAPTER IX.

The Book Selector as an Annotator.

The book selector should be able to annotate efficiently the book he selects as additions to his library. This work is now a very important part of a librarian's work, and besides possessing the educational qualifications which the book selector should possess, and as given in Chapter I, the annotator must be well equipped with mechanical aids, such as books of reference, and a code of rules for annotation. Most of the necessary guides and bibliographies will be found in the reference department of our public library, thus being within reach.

For the perfect code of rules, one must possess Mr. E. A. Savage's "Manual of Descriptive Annotation for Library Catalogues." It is well written and a model of brevity, containing everything necessary for annotators who prefer to use critical evaluation as the best means of book discrimination. Dr. Baker, our pioneer catalogue annotator, contributes a valuable chapter on "Evaluation or Characterization." In this work, the scope, authority of work, period, contents, standpoint, qualifications of author, have all been very carefully and exhaustively dealt with in the form of both theory and rule, thus making the work indispensable to the annotator.

Being acquainted with the code of rules, the annotator must also become familiar with those general reference books which will be of most service to him. I do not think it necessary to enumerate again works that have been mentioned at the end of Chapters II., X., for the annotations attached to them make them obvious, and to repeat the works in this chapter would only serve the purpose of bringing them all together without gaining any material advantage.

For contemporary criticism and biographical data, the following works will prove useful.

Allgemeine deutsche biographie: herausgegeben durch die Historische commission bei der Konigliche akademie der wissenschaften. 45 *vols*. Duncker: Leipsig, 1875-1900. $110.

—— —— Nachtrage bis 1899. *Vols*. 46-53. 1900-1907.

—— —— Nachtrage bis 1899. *Vols*. 53-55. 1908-1910.

The best authority on German biography. All the prominent German men and women are included. Each article is signed.

Appleton's cyclopaedia of American biography: edited by J. G. Wilson and John Fiske. 7 *vols*. Appleton: New York, 1888-1900. $36.

The best authority for American biography. Includes names of natives and adopted citizens of the United States. The families are arranged chronologically, and not alphabetically. Bibliographies at the end of each article are valuable.

Chalmers, Alexander. General bibliographical dictionary. 32 *vols*. Whittaker: London, 1812-17. O.P.

Still an authoritative work.

Cousin, John W. Short bibliographical dictionary of English literature. (*Everyman's Library*). Dent: London, 1910, *last ed*. 1918. 1*s*. 9*d*. net.

An exceedingly handy work and very accurate, containing over 1,500 names.

Dictionary of National Biography; edited by Sir Leslie Stephen and Sir Sidney Lee. 22 *vols*. *See Chapter VII. page* 53.

Encyclopaedia Brittanica; a dictionary of arts, sciences, and general literature. 11*th Edition*, 29 *vols*. Cambridge University Press: Cambridge, 1910.

A standard work of reference. All articles are signed. Contains full bibliographies. This edition includes bibliographies of living men.

Epitome and Index to the Dictionary of National Biography.

When the "Dictionary" cannot be obtained for various reasons, the "Epitome" will be found useful for its concise notes.

Michaud, Joseph Francois, *and* L. G. Biographie universelle, ancien et moderne. 45 *vols*. Desplaces: Paris, 1842-65.

The information given in the various articles is very accurate, and is essential for the annotating of French literature.

Phillips, Lawrence Barnet. Dictionary of Biographical reference. *New edition, enlarged* by Frank Weitenkampf. Gebbie: Philadelphia, 1889.

A handy reference work containing well over 100,000 names. The bibliography of bibliographical reference books will be found useful.

Smith, *Sir* William. Classical Dictionary of Greek and Roman biography and mythology. 3 *vols*. Murray: London 1880.

A mine of information giving full particulars of authors, best editions, and references to principal works.

Vapereau, Louis Gustave. Dictionnaire universal des contemporains. 6*th Edition*. Hachette: Paris, 1893.

—— —— Supplement a la sixieme edition.

This should be used as a supplement to "Allgemeine deutsche biographie."

Who's Who. Macmillan: London, 1845 to date.

Published annually. Brief biographies of the most prominent persons of England and America, with a selection of some Continental notables.

Who's Who in America; a biographical dictionary of notable men and women of the United States.

Published biennially. Should be used as a supplement to Appleton's "Cyclopaedia of American biography."

The above works, with a good chronological dictionary, such as Haydn's "Dictionary of dates and universal information relating to all ages and nations," a first-class atlas, and the "Times Cyclopaedia of Names," together with the various works most suitable, mentioned in Chapters II and VI, will be found quite sufficient for the needs of most annotators.

CHAPTER X.

Reference Book Selection.

A book of reference may be termed "a book to refer to" and one not intended for consecutive reading. A select reference collection of books is the foundation of every library collection, and its utility can only be reckoned by the extent and quick service the selection will furnish when demands in research work are made. Facts are often wanted at a moment's notice, and when the latest figures can be supplied by the librarian, he will reap his reward in the knowledge that his collection is answering all the demands made upon it.

Discrimination is one of the primary factors of reference selection. How and by what means shall the librarian judge whether a given work is more suitable for the reference than the lending department? Books should be placed in the department where they will be most useful. Many works such as encyclopædias, dictionaries, directories, State and Parliamentary Papers and certain magazines are obviously reference works. Antiquarian works, and books of an extreme size and heavy in weight, should also be housed in the reference library, for although it is a wrong policy to place books in the reference department simply because they are not wanted in the lending library, it is essential that such works should be kept, and it will be found most convenient to place them in the reference library, as antiquarian works are generally only required for reference purposes, and it is obviously absurd to place elephant folios in the lending department.

The cost of a book should not be a consideration in the question of lending or reference. If all expensive works are placed in the reference department, it simply means that they are little used and the money expended on them practically thrown away. The only reason for placing expensive works in the reference library is when their nature demands it.

In the selection of reference works it will be found that a surprising large number of works can be obtained second-hand, and it is as well to sound a note of warning when the second-hand market is being consulted. One of the most important duties of the selector is to purchase the latest edition of a work, if it has been revised or extended. It would be false economy to purchase a ninth edition of the "Encyclopædia Britannica," simply because it is offered as a bargain, if a later and revised edition has been published. So particular notice must be taken of the date of publication, if any doubt exists the usual reference tools must be consulted; failing these, a post-card to the publisher of the work will bring the required information.

A good reference library will contain dictionaries of each of the leading languages of the world. Text-books should not be placed in this department. It is the expensive text-books that readers cannot afford to purchase; and the value of allowing them to take such expensive works home to supplement any text they may have of their own is considerable. Occasionally it will be found advisable to duplicate certain text-books in each department owing to varying and local conditions. The reference department must naturally be strong in the selection of works pertaining to the local industry, and in towns where the reference library is housed in a separate building to the lending library, duplication on a much larger scale will be found necessary.

The following guides will be found most useful in the selection of a reference library initial stock.

Allibone, Samuel Austin. Critical dictionary of English Literature and British and American authors living and deceased. 3 *vols.* Lippincott: Philadelphia, 1902.

————Supplement, by John Foster Kirk. 2 *vols.* 1902.
As its title denotes, this is more in the nature of a literary dictionary than a bibliography. The chief value of the work lies in its criticisms which are mainly selected from contemporary reviews. Despite several inaccuracies this work is still valuable. The arrangement is alphabetical by authors' names. To each author of note useful biographical details are given. With the supplement the work extends to 1888. The first edition was published 1859–1871, and the supplement in 1891, and later issues are but reprints of these.

Birmingham Public Library. Books for the Reference Library; being lectures on the books in the library. 2 *vols*. 1885.

To each lecture is appended a list of select works. Though rather old, it is still useful in tracing older standard works.

Borrajo, Edward M. Books for the Reference Library; some selected lists. *In* the "Library Association Record," vol. 1. 1899. Pages, 770—780.

The select lists are Philosophy, Mathematics, Physics, Geology, Botany, Zoology, Surgery, Bacteriology and Archaeology. In the compilation of these lists Mr. Borrajo had the assistance of very eminent specialists. It includes many works of reference of great fame and once of great value, but many have now been superseded by more extensive and carefully edited works, and care should be taken when these lists are being made use of.

British Museum. Lists of works of Reference in the Reading Room. *Third Edition*, revised 1899.

Contains nearly 20,000 reference works arranged in alphabetical order by authors. Though rather out of date, useful and suggestive. Also contains subject index.

Brunet, Jacques Charles. Manuel du libraire et de l'amateur de livres. 6 *vols*. Didot: Paris, 1860—5.

———————— Supplement par Gustave Brunet et Pierre Deschamps. 2 *vols*. 1878—80.

Ranks as the most important guide to general literature. Descriptions are very full and prices are given in most cases, but only the best editions are dealt with. Arranged alphabetically by authors; with a classified subject index. Originally published in 1810.

English Catalogue of Books. 1800 to-date. 23 *vols*. Low: London, 1835–1918.

An annual publication, with a cumulative volume every five years, forming a dictionary catalogue of the books issued each year by the principal publishers in the United Kingdom. Each author entry contains collation, publisher and price. Appended is a list of the publications of societies, and a directory of publishers.

Graesse, Johann Georg Theodor. Trésor de livres rares et précieux. 7 *vols*. Dresden: 1859–1869. $60.

Arranged by authors' names and supplied with a subject index.

Kroeger, Alice Bertha. Guide to the study and use of Reference Books. 1904. *New edition*, A.L.A. Publishing Board: Chicago, 1908.

———— ———— Supplement 1909–1910.

The most authoritative guide to the choice of reference books, chiefly American, classified and annotated. Complete indexes. Dewey Decimal classification numbers are attached to entries.

Lowndes, William Thomas. A bibliographer's manual of English Literature, containing an account of rare, curious and useful books, published in, or relating to, Great Britain and Ireland, from the invention of printing; with bibliographical and critical notices, collations of the rarer articles, and the prices at which they have been sold in the present century. *New edition*, by Henry G. Bohn. 6 *vols.* (in 11). 1857–64. Bell: London, 1858–1864.

A useful work, valuable for the information given as to various editions, which, however, are not very clearly set out. Contains many annotations. Arranged alphabetically under authors, but lacks indexes. Volume 6 is devoted to the publications of societies. First edition published in 1834; the second edition, revised by Henry G. Bohn, was issued in 1857–64, and the present edition is but a reprint of this.

Nelson, Thomas, *and Sons. Publishers.* Standard Books: an annotated and classified guide to the best books in all departments of literature; with a copious index of subjects and biographical notes of authors. 4 *vols.* 1910–14.

Contents:—Vol. 1. General works. History. Geography. Biography. Travel. Sociology. Philosophy. Sport. Law and administration. Education.

Vol. 2. Religion. Science. Useful arts.

Vol. 3. Fine and recreative arts. Philology. Literature. Children's books.

Vol. 4. Author index. General subject index. Index of publishers.

Each subject is edited by a specialist in collaboration

with one or more librarians. Annotations are very full and publishers and prices are given. With a few exceptions only, works in the English language are given. The classification is an adaptation of the Dewey System. The volumes are bound on the sheaf or loose leaf principle, which is convenient for making insertions, thus keeping the work up-to-date.

Reference catalogue of current literature, containing the full titles of books now in print and on sale, with the prices at which they may be obtained of all booksellers, and an index containing nearly one hundred and eighty-five thousand references. 3 *vols.* Whitaker : London, 1913. £1 1s. net.

The most important English trade bibliography. Consists of catalogues of the principal English publishers, arranged alphabetically by name of publisher and bound together in two bulky volumes. An author, subject and title index to the whole, forms the first volume. Issued every few years. The index requires complete revision.

Robertson, John Mackinnon, *editor.* Courses of study. *2nd edition*, revised and expanded. Watts & Co. : London, 1908.

It contains a classified list of subjects of study, with the best books in each, described and annotated. All main subjects of study are included, except Fiction, Poetry, Drama and Applied Science. Arranged in a series beginning with Anthropology, Mythology and Religious Beliefs, and proceeding through Philosophy, History, Politics and Sociology to Fine Arts, Philology, Mathematics and Natural Sciences. It has author and subject indexes. All the subjects are dealt with historically, and evaluation is made full use of throughout.

Sonnenschein, William Swan. The Best Books : a reader's guide to the choice of the best available books (about 100,000) . . . ; with the dates of the first and last editions, and the price, size and publisher's name (both English and American) of each book. *3rd edition, entirely re-written.* George Routledge & Sons, Limited : London ; Putnam : New York. 3 *Parts. In progress.* 1910.—£2 2s. net.

Contents :—*Part* 1. Theology. Mythology and Folk-lore. Philosophy.

Part 2. Society. Geography. Travel and Topography. Education. Ethnology.

Part 3. History. Biography. Science. Arts. Philology. Literature. Complete indexes.

A very useful classified bibliography; with occasional brief annotative notes. As a rule, foreign works and works out of print are not included. An index of authors and subjects is announced to appear in Part 3. First published in 1887. In the present edition, the second edition (1891), and the author's "Reader's guide to contemporary literature," 1891, are amalgamated and brought down to date.

CHAPTER XI.

Selection of Foreign Literature.

It is a remarkable fact that very few of our public libraries possess what can be truly called a "foreign section." In many cases where one is to be found enquiries have elicited the fact that the collection had been presented, but no additions had been made by purchase. To me it seems incredible, that, where a library committee has had the good fortune to have donated to them a few hundred foreign works, they have failed to weed out from the collection the unsuitable works.

The usefulness of the foreign section will depend upon the discrimination of the selector; too much trouble cannot be taken over the selection. The advice of specialists, if obtainable, is desired, especially if the selector is weak in his knowledge of foreign languages. With discrimination and care it is possible to bring together a fine collection of foreign works not necessarily prose fiction and poetry alone, but literature of knowledge as well.

As the French language is better known in England than any other foreign language, the French section should be the strongest, and I give a list of authors whose works will be popular and instructive as a foundation stock: About, Archard, Adam, Bernard, Bourget, Chateaubriand, Cherbuliez, Chenier, Conscience, Dino, Dumas (père et fils), Erckmann et Chatrian, Feuillet, Gauitier, Hugo, Lemaitre, Le Sage, Loti, Maeterlinck, Mérimée, Millevoye, Molière, Nodier, Ohnet, Prévost, Rostand, Sand, Sandeau, Souvestre, Stael, Theuriet, Tocqueville, Verne, Vignay, and Voltaire. Many notable names, such as Balzac, Daudet, Maupassant, Zola, etc., have been omitted because several of their works are unsuitable for our public libraries. It must rest with each selector what works he will decide to omit, and what works are most suitable for the library.

A good selection of works in the German language should be the next consideration, and the following authors are

each worthy of a place on the shelves of our public libraries. Auerbach, Baumbach, Ebers, Ernst, Fontaine, Froytag, Giebel, Goethe, Grillparzer, Halve, Hauff, Hartmann, Hauptmann, Heine, Kleist, Lessing, Nietzsche, Richter, Scheffel, Schiller, Spielhagen, Sudermann, Upland, Wilbrandt, Woerner, Wolff, and Zschokke.

A choice selection of works in the Italian language should have many calls made upon it. The following authors will be found useful when a selection is being made. Alfieri, Amicis, Azeglio, Botta, Cellini, Dante Alighieri, Farina, Foscola, Guicciardini and Manzoni.

Should a selection of Spanish works be considered necessary the following authors must not be overlooked :— Bazan, Becquer, Escrich, Galdòs, Pereda, and Valera.

Russia and her people have appealed to the English people to a striking degree since the outbreak of the European War and the attention given to Russian writers and to the Russian language have been the means of making the librarian prepare for the demand that is bound to increase in the near future. A glance at the names of Russian writers show one or two outstanding novelists whose fame will go down in the annals of literature. Tolstoy is perhaps the best known in England, though Turgenev (Turgonev) and Dostoieffski (Dostoyersky) are not far behind. Other important writers are Andreyev, Belinsky, Gogol, Gontcharoff (Goncharov), Gorky, Herzen, Lermontor, Polskin, and Tchekoff (Tchekhov).

Works in other languages should not be purchased unless there is a demand for them, although works written in Esperanto are very popular in many of our large libraries, whilst in others the demand for such works has gradually dwindled away. The following works will be found useful in the selection of Foreign Literature :—

Baker, Ernest Albert. French Fiction in Public Libraries ; with a selected list. *In the* " Library World." *Vol.* 2. Pages 68–71 ; 79–81.
A valuable list.

Bracq, J. C. A selected list of French books ; with annotations. A.L.A. Publishing Board : Boston, 1908.

Breul, Karl. Handy Bibliographical Guide to the study of the German language and literature. Hachette : London, 1895.
A choice selection of works ; with annotations. Published by the American Library Association.

Brockhaus, Hermann. Allgemeine Bibliographie.

A monthly publication containing a selection of Continental literature (chiefly German).

Brooklyn Public Library. Catalogue of German Books in the Brooklyn Public Library. Brooklyn, 1907.

A classified catalogue in two parts containing nearly 3,000 works.

Brunet, Jacques Charles. Manuel du libraire et de l'amateur de livres. 6 *Vols.* 1860–65.

——— ——— ——— Supplement, par Gustave Brunet et Pierre Deschamps. 2 *Vols.* 1878–80.

Ranks as the most important guide to general literature. Descriptions are very full and prices are given in most cases, but only the best editions are dealt with. Arranged alphabetically by author; with a classified subject index. Originally published in 1810.

Campbell, James Mason. Selected list of Hungarian Books.

A handy select class-list; with annotations. Published by the American Library Association.

Cornu, Sophie *and* Beer, William. List of French Fiction. Boston, 1898.

Issued by the American Library Association. Nearly 200 works are given. Publishers and prices are also given.

Gattiker, Emma. Selected list of German books recommended for a small library. 1907.

Published by the American Library Association.

Guppy, Henry. French Fiction and French Juvenile Literature for the public library.

A splendid article reprinted from the "Library Association Record," Vol. 2. Pages 357–371, giving a choice selection and valuable advice on the purchase of French Literature.

Katalog over bøger skikket for folkebogsamlinger: udgivet af Kirke-departementet. 1903.

A classified and annotated guide to Norwegian Literature.

Kindal, Arne. Selected list of Norwegian and Danish Books recommended for the small public library. Boston, 1908.

Soudier, Henri *le*. Bibliographie Française. *Vol.* 1. 1900–1904.

Arranged alphabetically under the names of the authors, titles and subjects. Full particulars of all books published in France from 1900.

Thiemé, Hugo P. Guide bibliographique de la littérature française de 1800 à 1906 : prosateurs, poètes, auteurs dramatiques et critiques. Welter : Paris, 1907.

An authoritative guide to French Literature. The works of each author are arranged chronologically.

CHAPTER XII.

Reading Courses.

It has been said that: "The growth of a great library converts the library into a hopeless labyrinth, unless it is properly catalogued as it grows. To turn it to full account, you require not only a catalogue, but some kind of intelligent guide to the stores which it contains."* The same remarks might have been applied to the literature of a subject. This brings us to the important subject of Reading Courses. The importance of compiling such courses is now being recognised by all up-to-date librarians, and the Education Committee of the Library Association has asked for reading courses on special subjects, as the candidates' essay for Section II, Practical Bibliography. This shows that the compiling of reading courses is an important duty of the librarian and one that requires an extensive knowledge of books and literature.

Local societies of a literary or historical character are also recognising the value of the public library, and it is now a common practice for the secretaries of these societies to notify the librarian of the subject of their lectures and debates, asking him to supply "reading lists" of the works contained in the library pertaining to the subjects of their meetings. Many librarians are content to send a mere list of books, which can hardly be considered satisfactory, as they do not help in the same way as a graded list of books would. All these lists should be arranged so that the works enumerated should form consecutive reading. Brief annotations, giving the author's standpoint, scope of work, presence of illustrations, portraits, etc., qualifications of author, should be given.

"Reading Lists" on the topical subjects such as "The Great European War, 1914-1919," "Centenary of Authors," etc., are also often published by various libraries. Where this is done, the lists are generally compiled without any regard to consecutive reading. In these days of education

* Sir Leslie Stephen in his essay on "National Biography."

we should abolish " Reading Lists " and substitute them with elaborate " Reading Courses." Mere lists are very often more of a hindrance than a help to students, whereas a graded reading course would prove an invaluable aid to all students interested in the subject of the course. The difference between the cost of producing a " Reading Course " and a " Reading List " is so meagre, that it is hardly worth considering, when the advantages of the " Course " over the " List " are considered. The compiling of " Graded Reading Courses " is a work of love on the part of the genuine book-selector, the subject being so interesting and fascinating. I have included below a graded course of reading, with the hope that it will prove helpful to those who are attempting for the first time to compile such a course.

A Graded Course of Reading on the French Revolution, 1789-1795: divided into three parts: Elementary, Advanced, and Works of Reference; with notes on each book.

INTRODUCTION.

There is probably no historical topic on which so much literature has been written as the French Revolution. The student of modern history must turn to this conspicuous landmark if he would obtain a comprehensive grasp of modern thought and its bearings. The following reading course is an attempt to provide a guide through the labyrinth of this literature, and to arrange the best and most important books in an order most convenient to students. Books in sections I. and II. are to be read consecutively; those in the Reference Section are arranged alphabetically by authors, with the exception of biographies which are alphabetized according to the biographee.

PART I.—ELEMENTARY.

1. Belloc (Hilaire). The French Revolution. (*Home University Library.*) Pp. 256. *Maps. London: Williams & Norgate,* 1911. 1/- net.

   Sketches the great characters of the Revolution, and discusses its theoretic basis, military development, relations to the church, etc. A fresh and interesting study, as well as a model of condensation.

2. Gardiner (*Mrs.* Bertha Meriton). The French Revolution. (*Epochs of Modern History.*) Pp. xxi., 262. *Maps and Plans. London: Longmans,* 1902. 2/6.

Considered to be the best and most useful textbook. Based on the best authorities, its correct and impartial account of the most important events of the revolutionary period makes this book the first textbook to be read by students.

3. Mallet (C. E.). The French Revolution. (*Murray's University Extension Manuals.*) *London: John Murray,* 1906. 3/6.

This is not a history, but a summarized account, giving the best information and suggestions and ideas which are to be found in larger works. Contains a select annotated bibliography.

4. Stephens (Henry Morse), *editor.* The principal speeches of the statesmen and orators of the French Revolution, 1789-1795; with introduction, notes, etc. 2 vols. *Oxford: Clarendon Press,* 1892. 21/–.

Written for beginners and very carefully edited by an authority on the subject. A splendid work for candidates for examination who select the Revolution for special study.

5. Johnston (R. M.). The French Revolution: a short history. Pp. 283. *London: Macmillan & Co.,* 1909. 5/–.

The author, who is Assistant Professor of History in Harvard University, attempts to extricate the chief features and significance of the Revolution from the ever increasing mass of details, and to present them in a condensed, lucid, and orderly narrative.

6. Carlyle (Thomas). The French Revolution; edited, with introduction, notes and appendices, by J. Holland Rose. 3 vols. *Illus. London: Bell,* 1902. 21/– net.

Unsurpassed for the dramatic splendour of its narrative and the brilliant portraits which it contains. First published in 1837, it has passed through many editions. Of these the above is the most profitable: it is well illustrated, and the notes are based chiefly on information which has come to hand since Carlyle wrote.

7. Mignet (François Auguste Alexis). History of the French Revolution, from 1789 to 1814. (*York Library.*) *Frontis. London: Bell,* 1907. 3/– net.

First published in 1824, this is one of the best brief histories. More stress is laid on fundamental theories than on the facts, and written in support of the Liberal cause.

8. Thiers (Louis Adolphe). History of the French Revolution ; translated by F. Schobert. New edition. 5 vols. *London : Bentley,* 1894-5. 9/– per vol. O.P.

A very popular work first published 1822-27. Written with great literary skill, but marked by extreme inaccuracy and prejudice. The author was an eminent politician and historian.

PART II.—ADVANCED.

9. Lamartine (Alphonse M. L. de P. de). History of the Girondists ; or, Personal memoirs of the patriots of the French Revolution, from unpublished sources; translated by H. T. Ryde, with a biographical sketch of the author. (*Bohn's Standard Library.*) 3 vols. 3 *portraits. London : Bell,* 1848-49. 3/6 per vol.

A wonderfully clever literary composition. A series of personal memoirs of the leaders of the Revolution, glorifying the revolutionary spirit. Popular in style.

10. Alger (John Goldsmith). Paris in 1789-94 : farewell letters of victims of the guillotine. Pp. xii., 551. *Map of Paris. London : Allen,* 1902. 10/6 net.

The author has endeavoured, whenever possible, to allow each victim to tell his own story, and to describe his own emotions, thus forming an interesting contribution to the psychology of the leading events of the Revolution. The volume contains much fresh material, the fruit of original research.

11. Acton (J. E. E. Dalberg) *Baron Acton.* Lectures on the French Revolution ; edited by J. N. Figgis and R. V. Laurence. Pp. 379. *London: Macmillan,* 1910. 10/- net.

The conspicuous merit of this volume is the way in which the author successfully combines a narrative history with a reflective treatment of his subject. Written in complete independence of other men's opinions by the only Englishman who has brought a philosophic mind to bear upon the vast historical literature of the French Revolution. The lectures were delivered by Lord Acton as Regius Professor of Modern History at Cambridge, 1895–1899.

12. Taine (Hippolyte Adolphe). The Revolution ; translated by John Durand. 3 vols. *London : Low,* 1878-85. 16/– per vol.

To a person already somewhat familiar with the events of the Revolution this work will be of great value. It is a social rather than a political history, giving a brilliant picture of the anarchy and confusion of the time. The author is a severe critic of the Revolution tradition.

13. MICHELET (JULES). History of the French Revolution from the earliest indications to the flight of the king in 1791. (*Bohn's Standard Library.*) *Frontis. London: Bell.* 3/6 net.

This work was first published 1847–59, and was written during the later Revolution of 1848. It is very good on early events, but the author had strong republican and anti-catholic views.

14. MACLEHOSE (SOPHIA H.). From the monarchy to the republic in France, 1788-92. Pp. 462. *Illus. Glasgow: Maclehose,* 1904. 6/– net.

Author considers that the turbulent character of the risings of the Parisians is often exaggerated. A popular account of the struggle between the nation and the Crown, which led to the fall of the old French monarchy. The narrative is almost entirely confined to the events which took place at Versailles and Paris. Contains a chronological table of events.

15. BURKE (EDMUND). Reflections on the French Revolution; edited, with introduction and notes, by F. G. Selby. *London: Macmillan,* 1914. 5/–.

Originally published in 1790, the above is a caustic contemporary attack on the Revolutionists, and a prophecy of the evils which the Revolution would produce. It is a masterpiece of denunciatory writing, and an English classic.

16. MACKINTOSH (*Sir* JAMES). Vindiciæ Gallicæ: a defence of the French Revolution against the accusations of the Rt. Hon. Edmund Burke: including some strictures on the late production of M. de Calonne. 2 vols. *London,* 1790-91. O.P.

Also published in the author's collected works, 1846. This should be read in conjunction with Burke's essay. As a presentation of the view opposed to that of Burke it has no superior.

17. HARRISON (F. B.) *editor.* Contemporary history of the French Revolution, 1788-94. *London: Rivingtons,* 1889. 3/6. O.P.

A very complete record of the Revolution compiled from contemporary volumes of the "Annual Register."

18. STEPHENS (H. MORSE). History of the French Revolution. Vols. I. and II. *London: Longmans,* 1886-91. 18/– each.

An exhaustive history on scientific lines, and strongly recommended for advanced students. The author has sifted the vast literature which has appeared since Carlyle and Mignet wrote, and has filled up many gaps in their narratives as well as corrected many of their errors. It is a thoroughly accurate piece of work,

in tone favourable to the Jacobean party. Vol. 2 carries the narrative down to the end of 1793; no further volume has been published.

19. SYBEL (HEINRICH CARL LUDOLF VON). History of the French Revolution; translated by W. C. Perry. 4 vols. *London: Murray*, 1867-69. 12/– per vol. O.P.

Although the author is severely critical and unfavourable to the advanced Revolutionists his work is based on documentary evidence, and is one of the most judicial histories of the period. Ends with the dissolution of the National Convention in October, 1795.

20. TOCQUEVILLE (C. A. H. M. CLÉREL DE) *Count*. The state of society in France before the Revolution of 1789, and the causes which led up to that great event; translated by Henry Reeve. 3rd edition. Pp. xvi., 303. *London: Murray*, 1888. 12/–.

First published in 1856, this volume will be of the greatest value to students by its suggestive criticisms of the causes of the Revolution, and the condition of France in the 18th century. Favourable to the Revolution.

21. CAMBRIDGE MODERN HISTORY; planned by Lord Acton, edited by A. W. Ward, G. W. Prothero and S. Leathes. Vol. VIII. The French Revolution. Pp. xxviii., 875. *Cambridge University Press*, 1904. 16/– net.

Executed by a large and varied body of writers, this work represents the high-water-mark of modern scholarship. *Contents*:— Philosophy and the Revolution, by G. F. Willert. The Government of France, by F. C. Montague. Finance, by Henry Higgs. Louis XVI., by F. C. Montague. The Elections to the States General, by F. C. Montague. The National Assembly and the Spread of Anarchy, by F. C. Montague. The Constitution of 1791, by F. C. Montague. The Legislative Assembly, by J. R. Moreton Macdonald. The National Convention to the Fall of the Gironde, by J. R. Moreton Macdonald. The Foreign Policy of Pitt to the outbreak of the war with France, by Oscar Browning. The European Powers and the Eastern Question, by Richard Lodge. The Terror, by J. R. Moreton Macdonald. The Thermidorian Reaction and the End of the Convention, by J. R. Moreton Macdonald. The General War, by R. P. Dunn-Pattison. The Naval War, by H. W. Wilson. The Directory, by G. K. Fortescue. The Extinction of Poland, by Richard Lodge. Bonaparte and the Conquest of Italy, by J. Holland Rose. The Egyptian Expedition, by J. Holland Rose. The Struggle for the Mediterranean, by H. W. Wilson. The Second Coalition, by J. Holland Rose. Brumaire, by H. A. L. Fisher. Revolutionary Finance, by Henry Higgs. French Law in the Age of the Revolution, by Paul Viollet. Europe and the French Revolution, by G. P. Gooch. Bibliographies (pp. 791–850).

22. Alger (John Goldsworth). Englishmen in the French Revolution. Pp. xv., 364. *London: Low*, 1889. 7/6.

A conscientious and interesting work. The author has collected materials "which afford some idea of the enthusiasms and terrors, the festivities and privations . . . of the Englishmen who were voluntary or involuntary eye-witnesses of the Revolution." Popular.

PART III.—BOOKS OF REFERENCE.

23. Alison (*Sir* Archibald). History of Europe from 1789-1815. 13 vols. 1865.

First published 1840–42. One of the best histories written from what may be called an extreme English point of view, but with evident endeavour to be honest.

24. Aulard (F. V. A.). Etudes et leçons sur la Révolution Française. 4 tomes. *Paris: Felix Alcan*, 1893-1904.

A series of lectures and essays reprinted from various periodicals which combine the most pronounced and pugnacious political opinions with very deep and conscientious scholarship. The author's account of the relations of church and state during the Revolution, and the account of Brumaire are the best and most original contributions to the subject of recent times.

25. Bailly (Jean Sylvain). Mémoires d'un témoin. 3 tomes. *Paris: Berville et Barriere*, 1821-22.

Author was President of the National Assembly, and Mayor of Paris, 1789–91. Contains the best original account of the first five months of the Revolution.

26. Barante (A. G. P. de). Histoire de la Convention Nationale. 6 tomes. *Paris*, 1851.

Gives a good account of the difficulties confronting the nation, and of the utter demoralization of political life wrought by the institutions of the country and the habits of the people. The work is not easy to read continuously, but is invaluable for reference.

27. Berriot (Saint-Prix). La justive Révolutionnaire. 12e ed. *Paris*, 1870.

Proves at length that the story often repeated by historians and essayists of the so-called "mariages républicans" is pure fiction. A valuable reference work, successfully showing that many of the impressions concerning the Revolutionary tribunals are entirely erroneous.

28. Blanc (Louis). Histoire de la Révolution Française. 2 tomes. *Illus.* 1883.

First published 1847–62. Looked upon by eminent judges as the most satisfactory history of the Revolution. It is an

eloquent defence of the Revolution, making a hero of Robespierre. Stands out for its qualities of historical truth.

29. Buchez (P. J. B.) et Roux (P. C.). Histoire parlementaire de la Révolution Française ; ou, Journal des Assemblées Nationales depuis 1789 jusqu'au 1815. 40 tomes. *Paris*, 1833-38.

Not a history, but a mass of valuable materials, skilfully arranged. The collection contains the proceedings of the assemblies, societies and clubs, with extracts from the records and discussions, also copious citations from reports, newspapers, and pamphlets.

30. Deux Amis de la Liberté, *pseud.* (i.e., F. M. de Kerversau et M. Clavelin). Histoire de la Révolution de France. 20 tomes. *Paris*, 1790-1800.

The first eight volumes only are written by the authors named above. A work used by many writers for reference. Carlyle said of this work "the best, correctest, most picturesque narration yet published."

31. Hausser (Ludwig). Geschichte der Französchen Revolution, 1789-99 ; herausgegeben von Wilhelm Oncken. *Berlin*, 1867.

Valuable, because the author regards the subject from a German point of view. For a philosophical account, this is the best single-volume work.

32. Legg (L. G. Wickham) *Editor*. Select documents illustrative of the history of the French Revolution. 2 vols. *Oxford : Clarendon Press*, 1905. 12/– net.

Useful reprints of original documents which have been chosen with great care and well edited.

33. Montgaillard (Guillaume Honoré M. Rocques de). Histoire de France, depuis la fin du r gne de Louis XVI. jusqu'a l'année 1825 ; précedée d'un discours preliminaire et d'une introduction historique sur la Monarchie Française et les causes qui ont amené la révolution, par l'Abbe de Montgaillard. 2e édition. 9 tomes. *Paris*, 1827.

First published in 1820 under the title of "Revue chronologique de l'histoire de France." This edition contains additional notes by the author and the additions of Count J. G. M. Rocques de Montgaillard. As a chronological summary of events, this is a valuable reference work.

34. Morris (Gouveneur). Diary and letters; edited by Anne Cary Morris. 2 vols. *Portraits. London: Kegan Paul,* 1889. 30/–.

The author—an American statesman—was resident in Paris at the time of the Revolution. The above work, though hostile towards the Revolution, is one of the best authorities on its earlier stages.

35. Mortimer-Ternaux (Louis). Histoire de la Terreur, 1792-94, d'après des documents authentiques et inédits. 8 tomes. *Paris,* 1862-81.

A carefully written work, suitable for those who wish to understand all the bearings of the events of the period. Very critical in tone towards the Revolutionary leaders.

36. Quinet (Edgar). La Révolution. 3 tomes. *Paris,* 1889.

This edition is preceded by the author's "Critique de 'La Révolution.'" More a study of the Revolution than a history. Throws much light on the career and fall of Robespierre. In dealing with what may be termed the ethical rather than the material elements, Quinet is perhaps the most useful of all authorities.

37. Sorel (Albert). L'Europe et la Révolution Française. 8 tomes. *Paris: Libraire Plon,* 1903-04. 8 fr. chaque.

First published 1885–1903. A work of learning and judgment, dealing with the international or European aspect of the Revolution. Intended to be complementary to Taine's "Origines de la France Contemporaire" exhibiting the revolutionary convulsion in its action upon Europe, as Taine has exhibited it in its internal action upon France. The first French work on the Revolution which makes a serious attempt to study it in other countries.

38. Young (Arthur). Travels in France during the years 1787-8-9; edited by M. Betham-Edwards. (*Bohn's Library.*) Pp. lix., 366. *Portrait and map. London: Bell,* 1900. 3/6.

First published 1792–94. A work quoted by almost every historian of the Revolution, and therefore of great value to students. Especially valuable for information regarding the economic and agricultural condition of France at the time.

BIOGRAPHIES.

39. Danton (G. J.). Life of, by A. H. Beesly. Pp. xxvi., 360. *Illus. London: Longmans,* 1906.

First published in 1899. A defence of Danton, perhaps a little partial, but the best biography.

40. MALLET DU PAN AND THE FRENCH REVOLUTION, by Bernard Mallet. Pp. 388. *London*, 1902.

A very able and valuable work on the part taken by Mallet du Pan in the Revolution.

41. MIRABEAU (H. G. R.), Life of, by S. G. Tallentyre. Pp. 357. *Portrait. London: Smith, Elder*, 1908. 10/6 net.

The most exhaustive account of Mirabeau's career, policy, and views. Very trustworthy and pleasantly written. Contains a list of authorities.

42. ROBESPIERRE (MAXIMILIAN): a study, by Hilaire Belloc. Pp. xvi., 380. *Portrait. London: Nisbet*, 1901. 5/- net.

The best English work on Robespierre; conveys a vivid account of the man, and the thrilling times in which he lived.

43. ROLAND (*Madame* MANON JEANNE), Life of, by I. A. Taylor. Pp. xii., 328. *Portraits and illus. London: Hutchinson*, 1911.

Madame Roland exercised a singularly powerful influence over the destinies of France from the outbreak of the Revolution till her execution in 1793.

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BOOKS THAT COUNT: a dictionary of standard books; edited by W. Forbes Gray. 1912.

CARLYLE (THOMAS). Parliamentary history of the French Revolution. (*In His* Critical and Miscellaneous Essays.)

A review of Buchez and Roux's work, in which Carlyle characterizes other works.

ENCYCLOPÆDIA BRITANNICA. 11th ed. Article: French Revolution.

ENGLISH HISTORICAL REVIEW. Vol. I., 1886 *to date.*

Contains excellent reviews of modern works.

HARRISON (FREDERIC). *In His* Choice of Books. 1903. Pp. 391-414.

MALLET (C. E.). The French Revolution. 1900.

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ROBERTSON (J. M.) *Ed.* Courses of study. 1908.

SONNENSCHEIN (W. SWAN). The best books. 1891.

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WHITE (A. P.). Bibliography of the French Revolution.

Appended to Morris's French Revolution and the First Empire.

Fifty Questions on Book Selection set at the Professional Examination of the Library Association during the past twelve years.

1.—Name any five guides or aids to book selection in general, and add notes describing the scope and plan of compilation of each.

2.—Describe five of the chief Bibliographies of Bibliography as regards their contents, plan of arrangement, and general features. Compilers and titles to be given in each case, with approximate dates of publication.

3.—Give a list of the bibliographies or guides to the Literature of Fine Arts, History, Political Economy, Fiction, Technology, and Poetry, and mention the defects or shortcomings in any two you have examined.

4.—Describe generally the plan, contents and aim of any three of the following books:—

Courtney's Register of National Bibliography.
The A.L.A. Catalogue, 1904.
Horne's Introduction to Bibliography.
Stein's Manuel de bibliographie generale.
Robertson's Courses of Study.
Watt's Bibliotheca Britannica.
Lownde's Bibliographer's Manual.

5.—In forming a small library, say of 5,000 volumes, how would you ensure that no great author or important subject was missed?

6.—You are asked to select books for a Municipal Library in a town of 100,000 inhabitants. State what

number of volumes you would allocate to the lending and reference departments respectively, and add a table to show in what proportions you would select books for the different main classes in each department.

7.—Name six modern guides to book selection, and describe any three of them.

8.—Describe the general contents and special features of any three of the following periodicals, and any two of the annuals:—

Review of Reviews. Revue des deux mondes.
Who's Who. Literary Year Book.
Library Association Year Book Studio.
Ueber Land und Meer. Minerva.
Blackwood's Magazine. Contemporary Review.
Truth.

9.—Discuss the practical value of Bibliography as an aid in the value of books.

10.—You are called on to form a Reference Library of some 5,000 volumes. Say what works you would consult to aid you in your selection.

11.—Compile a list (short titles only) of twenty ready reference works which you consider indispensable in a Public Library.

12.—What considerations would you take into account in providing guide books and other bibliographical aids for (*a*) the Librarian's office; (*b*) for public use in a library containing about 6,000 books in the Reference Department, and 14,000 in the Lending, in an isolated provincial town, and, (*c*) for the Central Reference Library of a London Borough.

13.—What principles and methods would you follow in organising a local collection in a borough (not the county borough) of considerable local status, as regards books and other objects dealing with (*a*) the borough itself; (*b*) the neighbouring districts, and (*c*) the county?

14.—Describe briefly not more than eight catalogues of libraries specially serviceable either in book selection or as aids to readers.

15.—What general principle would you observe in dealing with suggestions from readers, more particularly as regards light literature and technical subjects not specially identified with the district?

16.—What are the chief aids to book selection in any two of the following:—Science, Sociology, History, Classical Literature, Theology?

17.—Draft a list of 25 books suitable for illustrating lessons to the upper standards in elementary schools on one of the following subjects:—India, Arctic Exploration, Britain before the Saxons (with special reference to your locality), the reign of Victoria, Nature study.

18.—Make an annotated list of (*a*) the daily newspapers, or (*b*) the monthly or quarterly periodicals which you would consider necessary in a reading room serving a population of 50,000. How would you deal with the periodicals offered gratis?

19.—(*a*) What are the chief bibliographies of bibliography? Or (*b*) What national bibliographies are available for any three European or three American countries?

20.—How would you proceed to prepare a list of books for the initial stock of a library (aggregating 10,000 volumes) in one of the following subjects:—Fine Arts, Useful Arts, Natural Science, Philosophy?

21.—What are the principal aids to book selection in any three of the following subjects:—Christian Theology, Comparative Mythology and Folklore, French Literature, Greek and Latin Classics, Modern History?

22.—Draw up a brief course of advanced reading in either (1) British History, or (2) English Literary History.

23.—Draft a list of ten books suitable for illustrating lessons to the upper standards in elementary schools on one of the following subjects:—Local geology and pre-history, Church Architecture, Sun, Moon and Stars, British Colonisation.

24.—Give a list of 25 books (excluding local directories) which you consider indispensable for the open shelf in reading room or reference library.

25.—In a Public Library catering for a population of 150,000, what magazines and literary reviews would you keep for binding or otherwise storing for reference; and which of these would you endeavour to complete by purchasing back numbers? State what indexes are available for making such long sets really useful.

26.—What principles would you observe in selecting

works of fiction for a public library? And to what extent would you be guided by the tastes of your readers?

27.—Compare the new edition of Sonnenschein's "Best Books," and the corresponding portion of Nelson's "Standard Books" as guides to selection and for the preparation of courses of reading, and state what other works and periodicals you would consult in selecting initial stock and in buying new books.

28. Give a list of the bibliographies of bibliography, the trade and the national bibliographies, that you would consider indispensable to a general library spending £500 a year on books.

29.—What general or classified catalogues are available respecting books published in (*a*) America, and (*b*) France? State as near as you can the cost of each work.

30.—What are the principal aids to book selection in any two of the following subjects:—Comparative Religion, Celtic and Teutonic Mythology, British Topography, Political Economy, Physical Science, American Literature?

31.—Mention not more than 20 works which you would regard as of chief importance in the reference library of a man of business.

32.—Describe the practical methods of selection adopted in your library, and the maxims on which they are based. How would you prepare the preliminary list, and what steps are subsequently taken so as to reduce it to the limits necessary for actual purchase?

33.—Prepare a list of not more than 20 books which you consider among the best works of reference for children, useful in their studies and recreations, and helpful in teaching the use of reference libraries.

34.—Describe a scheme for a local collection in connection with your central library, estimating the average amount that should be spent annually, the class of books that you would regard as fundamentally necessary, what steps would you take to obtain other works, by donation or otherwise; what items would you bind as books, store as pamphlets, etc., and how would you ascertain the importance and value of books roughly described as of local interest?

35.—How would you verify publishers' or laudatory

reviewers' notices of a new book, and decide whether it is really desirable for purchase?

36.—Give a list of not more than 15 works on law, required in a very select ready reference library.

37.—How would you advise a reader to proceed in search of information on a subject not dealt with in the Encyclopaedia Britannica, *e.g.*, Syndicalism, Guild Socialism, Bergson's Philosophy, the Piltdown Skull, latest evidences on prehistoric cave painting, anti-germ theories of disease.

38.—How would you proceed in selecting a library of 2,000 volumes, and what means would you take to acquire the books?

39.—Name a few reference books (other than ordinary encyclopaedias) likely to aid a reader seeking either literary or historical information.

40.—Given an old-established reference library from which it is necessary to remove many works in order to make room for later acquisitions, state some of the considerations that would influence you in the selection of works to be rejected.

41.—Give a list of the chief bibliographical works required by a librarian for practical book-selection, explaining how you would ascertain what later editions are available of books mentioned in the standard guides, and the current prices.

42.—Describe the methods you would employ in selecting the initial stock for a library containing, to begin with, 8,000 volumes in the lending, and 2,500 volumes in the reference department. What particular object would you aim at in forming a reference library of such a select type?

43.—How would you proceed to establish a French or Italian section of not less than 1,000 volumes on general subjects, especially literature? Give a list of the bibliographies you would utilise.

44.—Do you consider it possible or advisable to draw up a series of principles to be followed in book selection? If so, state these principles briefly, together with any local factors that would tend to modify them in particular instances.

45.—What are the principal aids to book selection in any two of the following subjects:—Law, Education, Geology, Engineering, Music, European History?

46.—Cite any bibliographies or short courses of reading known to you dealing with the following subjects:—Amulets

and talismans, sanitary science, mediaeval music, meteorology, the history of monasticism.

47.—Draw up a brief course of reading in either (1) Dante and his period, or (2) Eugenics.

48.—Mention the titles of works on the bibliography of any two of the following subjects:—(i) History of England; (ii) English Literature since 1840; (iii) Botany; (iv) Anonymous and Pseudonymous Books (English, French and Latin).

49.—Mention some titles of bibliographical works on any two of the following subjects:—(i) History of France; (ii) English Dialects; (iii) Theology; (iv) Shakespeare.

50.—State what you consider to be the six most important contributions to bibliographical literature during the last ten years.

APPENDIX II.

Notes on Paper-making.

When we speak of paper-making one is inclined to think of it as a modern industry, yet its origin is a very ancient one. It really began when the wonderful qualities of papyrus became known to the Egyptians. The date of this recognition is very uncertain, different authorities giving different dates. However, all authorities agree that the most ancient Egyptian papyrus extant contains accounts of the reign of King Assa (3580–3536 B.C.) and is of itself about the year 2500 B.C. or even earlier. The earliest literary papyrus, called the Prisse papyrus, is preserved in Paris. It was composed in the fifth dynasty.

This papyrus was made from the fine layers of the fibrous matter surrounding the parent stem. After the layers had been removed from the stem by the means of a sharp knife, they were spread out on a board and damped with water containing a kind of gum. Similar layers were then placed crosswise over them. After the sheets so produced had been pressed, dried, and polished with ivory or stone, they were ready for use. Long rolls of papyrus were formed by pasting several sheets together to give what was called "volumen." The growing industry of paper in the eighth and ninth centuries rendered papyrus no longer a necessity, and it seems to have entirely given place to paper in the tenth century.

Parchment succeeded papyrus as an excellent writing material. A suitable substitute was necessary by the inhabitants of Pergamus on account of the prohibited exportation of Egyptian papyrus. Parchment was made from the skins of sheep and goats. Vellum, the skin of the calf, was also used as a writing material. In the British Museum there exist skin-rolls which date back to some 1500 years B.C. The preparation of skins, however, was a very costly pro-

duction, and it was through experimenting on a cheaper material that we begin the true history of paper-making.

The Chinese were the first to recognise the value of vegetable fibre for paper-making, and in the year 105 A.D. a Chinaman found that by beating vegetable fibres into a pulp, and rolling them into sheets by a felting or interlocking of fibres he produced a very successful writing surface. Such fibres as bark, tow, and old nets were used, but it was not until seven centuries later that a further advance was made. It was about this time that the Arabs were found to be using linen and cotton rags in the manufacture of paper pulp. During their occupation of Spain, the Moors introduced the art into Europe, paper-making taking place at Valencia, Xatavia, and Toledo, in the eleventh century.

The art soon spread to Italy, through the Arab occupation of Sicily, and later to France and Germany. English paper-making dates from the fifteenth century. The colophon to Wynkyn de Worde's "De Proprietatibus Rerum," printed in 1495 by Caxton's Press, mentions the paper mill at Stevenage, in Hertfordshire, kept by one John Tate. English paper was made from rag fibres, and rag fibres still hold the premier place. During the next century, paper was made at Dartford in Kent, and from that time to the present day most of our finest paper is made in that county. John Whatman started his famous paper mills at Maidstone about 1760. His method of manufacture was practically the same as that in use in the making of hand-made paper at the present day.

The manufacture of paper may be divided into four convenient divisions :—

A. The materials.
B. Their reduction to the pulp.
C. The conversion of the pulp into paper ; and
D. The finishing.

(A) A very great variety of materials may be used in the manufacture of paper. Vegetable fibres of all kinds are brought into use. Linen, or flax fibres, make a very durable paper, because their fibres are longer than those of any other materials. Cotton fibres are not so long as linen, but having a peculiar twisted shape they make a very good paper. The huge increase in the output of books and the large number of new periodicals and newspapers coming into the market, made it imperative for new materials to be used, as the supply of cotton and linen was very limited. This led to the intro-

duction of the fibres of jute and hemp, which were obtained from sacking, netting, etc. A very good paper, such as manilla, can be obtained in this way.

During the last century and the beginning of the present century, attempts have been made to find suitable substitutes, but without much success. Matthias Koops experimented on the use of straw, and Keller brought out a process of making pulp from wood and esparto grass, which is now so commonly used in the manufacture of feather-weight papers, and first used by Routledge. It was not, however, until 1860, the year in which the paper duty was repealed, that these substitutes were extensively used. Great advances have been made since then, so that now rag papers form quite a small portion of the papers made.

The materials from which paper can be made may be summed up as follows :—

1. Waste rags, including all textile wastes ; with sacking, rope and waste paper.

Waste rags are composed chiefly of disused fabrics, such as old clothes, etc., which find their way to the rag collector, who sorts them out and disposes of them to a paper-maker.

2. Esparto grass and straw.

Esparto generally finds its way to the paper-maker in its original state, being imported from Spain and Africa in huge bales ; in it are contained the waste of the sugar cane and corn stalks. It makes a very good book paper. Straw is also imported as " half-stuff," that is, it has already been divested of the portions of the plant which are non-fibrous and therefore useless to the paper-maker.

3. Wood pulp : chemical and mechanical.

Wood pulp is the commonest material used and may be chemical or mechanical.

(B) Their reduction to pulp.

Every material that is used in the making of paper must undergo several stages of preparation, they are tabulated thus :—Removing dirt and all foreign matter ; reduction to fibrous state ; bleaching ; beating and eventually converting the pulp into paper. Many materials, such as rags, ropes, sacking, sails and other textiles, being already manufactures, require a simpler process than the case of raw materials, as esparto, bamboo and wood. But even in certain

cases these latter materials are imported as pulp boards. When this is the case, the first two operations have already been carried out. I think it advisable to take the materials in the order given, then the difference as well as the similarity of treatment can be traced.

1. As a rule rags are generally graded when purchased by the paper-maker. First the rags are sorted and cut into uniform size, unsuitable parts being cut away and disposed of. Having been cut and sorted, they are then taken to the dusting or willow machine, where they are subjected to violent treatment, the teeth of the machine carrying the rags against other teeth, giving them a thorough shaking, and loosening the dust which falls away. After the rags have been cleaned, they are taken to the top of the building by a travelling band, then dropped into the mouth of the boiler prepared to receive them. For rags a special spherical rotary boiler is employed, and when a charge has been filled in, a certain amount of a solution of caustic soda is added. The lid of the boiler is securely fastened, steam is passed in and the boiler is kept rotating slowly for about eight hours. When the rags have been thoroughly boiled and cleansed the rotation is stopped, steam is shut off, the dirty water poured away and clean water run in. The boiler is again set revolving and the rags rinsed, eventually the lid is removed and the boiler emptied by continuing the revolution.

Now the rags are ready for washing and bleaching, both of the processes being carried out in the beating engine. After the rags have been placed into the beating engine, clean water is run in, and the rags are kept in circulation, a washing cylinder is brought into action, and the roll being gradually lowered the dirt is eliminated. When this stage is reached the washing drum is lifted, the beating roll lowered, and the rags are gradually reduced in size until they attain a state of fibrous pulp, technically known as "half-stuff." The next process is bleaching. When the bleach is thoroughly incorporated the "half-stuff" is let down into large tanks, made of stoneware or cement, having perforated bottoms, and there the bleach completes its task, and the pulp is allowed to drain.

Now comes the beating. At this stage the blending of different fibres may take place. The object of the beating is to reduce the bleached pulp to fibres, and to reduce the length of the fibre in accordance with the requirements of the paper to be made. It depends upon the class of paper

desired as to what rags are chosen, if a soft paper is desired soft rags must be used, and of course if a strong paper is wanted strong rags must be used. As a rule it takes eight hours for beating the pulp for an ordinary rag paper.

2. Taking the next materials, esparto and straw, we find that esparto arrives in bales. It travels through the mill in the same way as rags. The straw or grass arrive at the mouth of an upright cylindrical boiler, which is also stationary, and so arranged that boiling liquor is poured over the mass of esparto. The boiler is filled, and a fairly strong solution of caustic soda is run in, the manhole is fastened down, and steam under pressure introduced. After several hours boiling the silecia and waxy substances taken up by the growing plants are dissolved, the dirty water is run off and small quantities of clean water let in to wash out as much soda as possible. Owing to the small dimensions of esparto the reduction to the fibrous state is easily accomplished, and very little beating is necessary.

3. Wood, both mechanical and chemical, is usually delivered at the paper mill in the form of pulp boards. There is no occasion to boil these boards, they are fed into the beating engine, and reduced to " half-stuff." A little bleaching liquor is then added to the chemical wood, and the contents of the engine, when sufficiently reduced, are let down to the draining tanks for the bleach to extend itself. Then the pulp is ready for the bleaching engine, where it is reduced to the necessary degree of fineness. The wood is boiled with caustic soda solution (commonly called soda pulp), with a mixture of caustic soda and sulphate of soda (sulphate pulp), or with bi-sulphite of lime (sulphite pulp).

Mechanical wood pulp is obtained, after the bark has been removed from the logs, and the logs cut into short lengths, by grinding to pulp on a large grindstone, the surface of which is freely supplied with water. The water renders the reduction to pulp an easier matter, and also serves to carry the pulp for further treatment.

(C) The pulp should now be white enough to be sent to the beaters, where it is prepared for the paper machines. The pulp in this state is called " half-stuff." The process of beating has for its object the breaking down of the bleached pulp to the condition of single fibres. In " beating," the " half-stuff " is put into a large revolving tub. According to the grade of paper required, rag or wood fibre is now added. After receiving a thorough washing, the stock is diluted with

water to a required thickness to enable it to flow freely. It is then beaten thoroughly for several hours by means of an iron wheel covered with iron or steel knives about a quarter of an inch thick. It is in the beating process that clay is added to the stock. Many people think that this is done to add weight to the paper, but this is erroneous, for it is added to give the paper a more solid appearance and to make a better surface so that it will more easily absorb the ink.

From the beater the pulp is received into a large "stuff-chest." To prevent the stock from becoming lumpy it is continually being stirred. When the pulp is in the required liquid state it is run through "sand settlers," which are supposed to collect any foreign body that might remain. From these, the stock is run on to a screen, being drawn through by suction. The object of this screen is to prevent long or lumpy fibres from getting on to the machine, allowing only the desired fibres to pass on to be made into paper. After the screening the stock is carried on a very fine wire cloth which moves at the same rate of speed as the paper machine. Thick rubber straps on each side of the wire determine the width of the paper.

While in a state of suspension the fibres are woven together by means of a peculiar shaking of the wire cloth. The stock at this stage should have the appearance of a thick cream, from which it will soon change upon coming into contact with the "dandy-roll" (a roll covered with similar wire cloth), into the form of a sheet, more or less solid. It is when the dandy-roll has a design in relief on its surface that we get "water-marks." Beyond the dandy, and underneath the wire is a suction box which draws sufficient water out of the sheet to enable the paper to go through the "couch" roll at the end of the wire without being crushed. The couch roll is covered with thick felt called a "jacket," which prevents the paper from being crushed and allows it to pass from the wire to the felting, when it is carried along to the press rolls which are generally made of hard rubber, but sometimes of steel or brass. The fibres are pressed well together by these rolls, more water being gradually squeezed out and the sheet well flattened.

(D) From the press felts the paper is carried to the "dryer felts," which in turn carry the paper to the next dryer, and so on. The dryers are hollow iron or steel cylinders, heated by means of the exhaust steam from the engines which drive the machine. More or less steam is allowed to

run into the dryers according to the quality of the paper being made.

After undergoing several further processes, it is run through a set of "chilled" rollers which give to the paper a fairly smooth surface. When a surface is required, such as is suitable for magazines and ordinary illustrations (known as super-calendered surface), the paper is run rapidly through "chilled" and "paper" rollers to which very heavy pressure is added. A much smoother surface than this is obtained by the application of steam.

The different ingredients of papers affect their weight according to the purpose for which the paper is to be used.

To meet the demand for lithographic work and illustrations a paper with a high finish and a very smooth surface was manufactured and called calendered paper. This was accomplished by running the paper through alternate "chilled" and "paper" rolls under very heavy pressure, the paper finally being burnished to enable it to absorb the ink and to give a good impression. For half-tone illustrations a smoother surface than the ordinary calendered paper can give was desired, so it became necessary for the paper to pass through a further process. In this process it is coated with china clay, mixed with casine (the cream of milk) and a little sizing. This fine coating is evenly spread with large brushes. Whilst still damp the paper is carried to a passage-way heated by steam to a very high temperature, where it is dried by fans. When nearly dry it is reeled and left to harden, when it is again run through calender rollers until the smooth surface required is obtained.

For coloured illustrations, the process of manufacture is the same, except that sulphate of lime or barium is used instead of the china clay. No art or coated paper should contain more than 10 per cent. of "dressing" according to the conditions laid down by the Society of Arts, yet papers with a much higher percentage than this are to be found, thus adding to their weight, and not being of a fibrous nature, rendering the paper very heavy and brittle. Some of our finest illustrated books are practically leaves of clay interleaved with sheets of wood-pulp, and it is only when a chemical compound, called formaldehyde, has been used in the solution of the coating (to prevent decomposition of the china clay), that prevents such volumes becoming solid blocks of clay, especially should they be stored in a damp atmosphere.

During the last few years book papers have greatly deteriorated owing to the manufacture of the light bulky papers. This is not caused by the constituents of the paper, but by the process of manufacture.

This paper is generally composed entirely of esparto, but very often it contains a mixture of esparto and wood-pulp. The pulp is beaten quickly, without any loading and very little sizing. The wet sheets of paper are then lightly compressed between the press rolls. As the fibre is loosely interwoven and occupies a large space, we have a paper of very little strength, with a surface left in a rough state rendering it liable to absorb dirt. The paper may be quite agreeable to the reading public, but its physical qualities are so poor that the rebinding of a book printed on such paper is a very difficult matter, owing to the sheets containing 60 to 70 per cent. of air space.

The effect of this mode of manufacture is more plainly seen when we contrast the bulky esparto featherweight paper with the normal magazine paper, also made from esparto. The latter paper is much stronger, heavier, and has a smoother surface, although it may be made from the identical raw materials as the former. The reason for this is because the pulp of magazine paper is beaten for a longer period, mineral matter and a little sizing are added, and the press rolls and calenders are used to their fullest extent.

The great difference between the two papers, both consisting of pure esparto with a small proportion of ash, is more plainly seen by comparing the analysis by weight with analysis by volume :—

ANALYSIS BY WEIGHT.

	FEATHERWEIGHT.	ORDINARY.
Esparto fibre	96.0	95.4
Ash, etc.	4.0	4.6
	100.0	100.0

ANALYSIS BY VOLUME.

	FEATHERWEIGHT.	ORDINARY.
Esparto fibre	28.0	65.5
Ash, etc.	0.7	1.8
Air space	71.3	32.7
	100.0	100.0

It will be seen that the featherweight contains a large amount of air space, and the conditions of manufacture for the bulky paper are such that the fibres are as far apart from one another as possible and the cohesion of fibre to fibre is reduced to a minimum.

India paper is a very thin paper, the constituents being bamboo stems. As the fibre of these is very soft and absorbent the paper easily takes the full-bodied impressions in plate printing.

News paper being the commonest printing paper is composed of from 55 to 85 per cent. of mechanical wood-pulp, with very little loading or sizing.

When the paper has to be printed from the roll, it first has to be trimmed to the correct width, then wound tightly under very heavy pressure to the desired thickness. The rolls are then packed up in wrapping paper ready for transport. Rolls have been known to contain as much as five miles of paper.

When the paper has to be cut into sheets, it has to be cut to exactly the correct width and length on the cutting machine. It is then very carefully sorted, imperfect pieces being thrown out, counted and packed in wooden cases, when it is ready for transport to the printer.

HAND-MADE PAPER.

The process of producing a high-class hand-made paper from rags is very much the same as the process mentioned for machine-made paper, except that the pulp, when in the state of "half-stuff," is placed in a vat and made into paper by means of a hand mould. This takes the form of a wooden frame, which supports a fine wire gauze cloth, and is surrounded by a "deckle" or edging which converts the frame into a kind of tray. This is dipped into the diluted pulp and handled so that the water drains away from the frame, leaving a layer of wet pulp on the upper surface, which is sufficiently adherent to be removed. When the sheets have been pressed, dried and sized by immersion in a solution of gelatine, they are again dried, and glazed and then are ready for use.

The chief characteristic of hand-made paper is its strength. A strip, if suspended, must be over four miles long before it will break of its own weight. This strength is obtained by the fibres running in all directions through the peculiar method of its manipulation or manufacture. Hand-made

paper gives a more "crackling" sound when handled than does machine-made paper. This is accounted for by it being "tub-sized."

The principal means of distinguishing the difference between hand-made and machine-made papers are by wire marks, deckle-edge, colour, tear, and rougher side. Wire marks consist of small crossed lines which should readily be detected on the "wrong" side of all machine-made paper, except enamel. These lines are caused by the passage of the pulp over the wire gauze in the machine. Machine-made paper has a "laid" appearance, caused by the pressing of the "dandy-roll" on the paper. The wire mark is not present in genuine "laid" hand-made paper. Genuine hand-made paper is turned out in sheets which have a rough or "deckle-edge" on all four sides. This is accounted for by each sheet being manufactured separately. Imitation hand-made paper has usually only two sides "deckled," through being made in one continuous run in the machine. As regards the colour of paper, if the right side is darker, it is genuine hand-made paper, if the wrong side is the darker it is imitation. This difference in colour is caused by the colouring matter sinking in the "stuff" as it runs over the wire gauze. The important point about hand-made paper is that it is almost as strong one way as another, this is through the fibres being matted together. In machine-made paper the fibres run in the direction of the flow. Machine-made paper is about 25 per cent. stronger across than in the direction of the flow of the machine. Another difference between hand-made and machine papers is that the rougher side of hand-made paper is the "right" side, while the rougher side of machine or imitation paper is the "wrong" side.

In "wove" paper, the wires of the "dandy-roll" have been so very fine that on passing over the sheet they leave no trace behind, and we get a paper with a very smooth appearance, as if it had been "woven" or "knit" together. In "laid" paper the wire of the "dandy-roll" leaves its mark, and we get a paper with a ribbed appearance. The wires in this case are much wider apart than in the case of the "wove" paper, and run parallel horizontally in one direction, whilst at right angles to them, about an inch apart, run thicker lines, called "chain" lines.

The writer is well aware that the subject of paper-making is one to which a much larger and fuller chapter than the present might have been devoted. He trusts,

however, that the student will be able to grasp the subject as a whole. Many points will probably appear obscure, but one must remember that paper-making can hardly be studied theoretically, and for a thorough study of the subject the practical working of a paper-mill must be seen, when many points which were obscure previous to the visit, will make themselves intelligible.

READING LIST.

Chambers's Encyclopædia. 1906. Article: Papermaking.

*Coutts, Henry T. *and* Stephen, George A. Manual of Library Bookbinding.

Chapters 5 and 6 "History and principles of paper making," and "Modern book paper," respectively, should not be missed, being written from a librarian's point of view.

Cross, C. F. *and* Bevan, E. J. A text-book of paper-making.

A comprehensive work.

*Encyclopædia Britannica. 11th edition.

Article: Paper-making.

Hitchcock, Frederick H., *editor*. The building of a book.

Pages 89–98 are devoted to paper-making, written by an expert, Mr. H. W. Mason.

*Sindall, R. W. The manufacture of paper. (*The Westminster Series.*) Constable. 1908.

Valuable bibliography appears on pages 253–272b.

*Watt, Alexander. The art of paper-making: a practical handbook of the manufacture of paper from rags . . . and other fibrous materials, including the manufacture of pulp from wood fibre. Crosby Lockwood. 7/6.

The standard work: a model text-book for the private student.

"Sequels" and Continuation Works.

A perusal of many Public Library Catalogues has shown that many of our Libraries contain a "sequel" or continuation of a work, without possessing the first, and, in some cases, the second work of a trilogy. This results in the first work being continually asked for, with the result that in many cases it is purchased, and its registry is often found in the card catalogue of "Latest Additions." It is very annoying to borrowers to find that a library contains only the first and third works of a trilogy. Mistakes of this description are bound to be very common where no principles of book-selection are carried out; but when governed by principles, they cannot occur, for when a "sequel" is reviewed, the fact that it is a "sequel" or continuation of a work is always mentioned.

I have compiled a list of sequels and continuation works (all being in the English language) with the hope that it will be found useful, especially when the foundation stock of a public library is in preparation. The list does not claim to be complete, but, for general purposes, I hope it will be found adequate.

Adams, H. C.	Cherry Stones.
	First of June.
	Doctor's Birthday.
	Walter's Friend.
	Chief of the School.
	Lost Rifle.
Agnew, E. C.	Geraldine.
	Rome and the Abbey
"Agnus, Orme," *pseud.* J. C. Higginbothan	Sarah Tuldon.
	Sarah Tuldon's Lovers.

Aguilar, Grace	Home Influence. Mother's Recompense.
Aicard, Jean	Adventures of Maurin. Maurin, the Illustrious.
Aimard, G.	Tiger Slayer. Gold Seekers. Prairie Flower. Indian Scout.
Alcott, Louisa M.	Eight Cousins. Rose in Bloom. Little Women. Nice Wives. } Good Wives. } Little Women Wedded. } Little Women Married. } Little Men. Jo's Boys. My Boys. Shawl Straps. Cupid and Chow-Chow. My Girls. Jimmy's Cruise in the "Pinafore," etc. Old-fashioned Thanksgiving. Work. Beginning Again.
Alden, W. L.	Moral Pirate. Cruise of the "Ghost."
Allen, James Lane	Kentucky Carnival. Aftermath.
"Andom, Robert," *pseud.* Alfred W. Barrett	Lighter Days with Troddles. Troddles and Us and Others. On Tour with Troddles. Troddles's Farm. We Three and Troddles.
"Anonymous"	Dulcie's Little Brother. Dulcie and Tottie. Dulcie's Love Story.

"Anonymous"	Saul Weir. Modern Minister.
Arnold, Matthew	Literature and Dogma. God and the Bible.
Askew, Alice J. de C., *and* Claude Cary	The Shulamite. The Woman Deborah. Deborah.
Atkinson, J. C.	Walks and Talks of Two Schoolboys. Play Hours and Half-holiday.
Austen, Jane	Standish of Standish. Betty Alden.
Austen, J. G.	Nameless Noblemen. Dr. Le Baron.
Ayres, Ruby M.	Richard Chatterton, V.C. The Road that Bends.
Baldwin, May	Follies of Fifi. Golden Square High School.
Balgarnie, R.	Wreck of the "Spa." Burning of the "Spa" Saloon.
Ballantyne, R. M.	Tales of Adventure, 1st series. ,, 2nd ,, ,, 3rd ,, ,, 4th ,, Coral Island. Gorilla Hunters.
Bancroft, F.	Veldt Dwellers. Thane Brandon.
Bangs, J. K.	Houseboat on the Styx. Pursuit of the Houseboat.
Barclay, Florence L.	The Rosary. Mistress of Shenstone. Through the Postern Gate.

Barker, *Lady*	Half-hours with my Girls. More Half-hours with my Girls.
Barlow, Jane	Irish Idylls. Strangers of Lisconnel. From the East to the West
Barnum, P. T.	Flying Jack. Jack in the Jungle.
Barr, Amelia Edith	Bow of Orange Ribbon. Maid of Maiden Lane.
Barr, Robert	Young Lord Stranleigh. Stranleigh's Millions. Lord Stranleigh Abroad. Lord Stranleigh, Philanthropist.
Barrie, *Sir* James Matthew	Auld Licht Idylls. Window in Thrums.
	Sentimental Tommy. Tommy and Grizel.
Bayly, Elizabeth B.	Zackary Brough's Venture. Forestwyk.
Beaconsfield, *First Earl of*	(*See* Disraeli, Benjamin).
Begbie, Harold	Broken Earthenware. In the Hands of the Potter.
Bell, C. D.	Cousin Kate's Story. Autumn at Carnford.
Bellamy, Edward	Looking Backward. Equality. Looking Further Backward, by R. Michaelias. Young West, by S. Schindler.
Bennett, Enoch A.	Clayhanger. Hilda Lessways. These Twain. The Roll Call.
Benson, Edward Frederic	Dodo. Dodo the Second.

Benson, Edward Frederic	David Blaize. David Blaize and the Blue Door. The Vintage. The Capsina.
Beresford, J. D.	Early History of Jacob Stahl. Candidate for Truth. The Invisible Event.
Bergen,	Current Superstitions. Animal and Plant Lore.
Blunt, Wilfred Scawen	Secret History of the Occupation of Egypt. Gordon at Khartoum.
Boothby, Guy Newell	Bid for Fortune Doctor Nikola. Doctor Nikola's Experiment. Farewell Nikola. Lust of Hate. Beautiful White Devil.
Borrow, George	Lavengro. Romany Rye.
Boussenard, L.	Crusoes of Guinea. Gold Seekers.
Braddon, M. E.	Charlotte's Inheritance. Birds of Prey.
Bramston, M.	Snowball Society. Home and School.
Bray, E. O.	Willie and May. A Month at the Seaside.
Bullen, Frank Thomas.	Frank Brown. The Call of the Deep.
Burgin, George B.	Judge of the Four Corners. " Old Man's " Marriage. King of the Four Corners.
Burnand, *Sir* Francis Cowley	Happy Thought Hall. Happy Thoughts.

Burnett, *Mrs.* Francis Hodgson	Lady of Quality. His Grace of Osmond.
Burroughs, Edgar Rice	Tarzan of the Apes. The Return of Tarzan. The Beasts of Tarzan. The Son of Tarzan.
Butler, M. M.	Waiting and Serving. Daffodil.
Butler, Samuel	Erewhon. Erewhon Revisited.
Caine, O. V.	Face to Face with Napoleon. In the Year of Waterloo.
"Carroll, Lewis," *pseud.*	Alice's Adventures in Wonderland. Through the Looking-Glass. Charles L. Dodgson. Sylvie and Bruno. Sylvie and Bruno (concluded).
Carey, Wymond.	Monsieur Martin. For the White Rose.
Castle, Agnes Sweetman, *and* Egerton	Bath Comedy. The Incomparable Bellairs.
Charles, Elizabeth R.	Draytons of the Davenants. On Both Sides of the Shield. Winifred Bertram. The Bertram Family.
Charlesworth, Maria Louisa	Ministering Children. Ministering Children (continued). Old Looking-Glass. Broken Looking-Glass.
Chase, Beatrice	Through a Dartmoor Window. A Dartmoor Window Again.
Chesterton, Gilbert Keith	The Wisdom of Father Brown. The Innocence of Father Brown.

Cholmondeley, Mary	The Danvers Jewels. Sir Charles Danvers.
Coleridge, Christabel Rose	Green Girls of Greythorpe. Fifty Pounds.
Conyers, Dorothea.	Sandy Married. The Strayings of Sandy.
Coolidge, Susan	What Katy Did. What Katy Did Next. What Katy Did at School.
	Clover. In the High Valley.
Cooper, John Fenimore	The Deerslayer. Last of the Mohicans. The Pathfinder. The Pioneers. The Prairie.
	Homeward Bound. Eve Effingham. Home as Found.
	Mercides of Castile. The Heidenmauer. The Bravo.
	Satanstoe. The Chainbearer. The Redskins.
	Miles Wallingford. Afloat and Ashore.
Copping, Arthur E.	Gotty and the Guv'nor. Gotty in Furrin Parts.
Corbett-Smith, A.	The Retreat from Mons. The Marne and After.
Courlander, Alphonse.	Henry in Search of a Father. Henry in Search of a Wife.
Crake, A. D.	Edwy the Fair. Alfgar the Dane. The Rival Heirs. } The Chronicles of Aescendune.

Crawford, Francis Marion	Saracinesca. Sant' Ilario. Don Orsino. Corleone.
	Katharine Lauderdale. The Ralstons.
	Soprano. The Prima-donna.
Crockett, Samuel Rutherford	The Raiders. The Dark o' the Moon.
	The Red Axe. Joan of the Sword-Hand.
Curling, H.	Frank Beresford. The Miser Lord.
Currey, E. H.	Ian Hardy, Naval Cadet. Ian Hardy, Midshipman. Ian Hardy, Senior Midshipman.
Curwood, J. O.	Kazan the Wolf-Dog. The Grizzly. The Son of Kazan.
Daudet, Alphonse	Tartarin of the Alps. Tartarin of Tarascon. Port Tarascon.
Davis, Richard Harding	Van Bibber and Others. Gallagher.
Dawson, A. J.	Finn, the Wolfhound. Jan, Son of Finn.
Dehan, Richard	The Dop Doctor. That Which Hath Wings.
Dell, Ethel M.	Way of an Eagle. Keeper of the Door. Rocks of Valpre.
Dickens, Charles Huffam	Edwin Drood. Mystery of Edwin Drood (completed in 1914, by "W. E. C.")
Disraeli, Benjamin	Coningsby. Sybil. Tancred.

Driver, Maud	Captain Desmond, V.C. Desmond's Daughter.
	Hero of Herat. Judgment of the Sword. Retribution. Strange Roads. Strong Hours.
Doughty, Charles M.	Travels in Arabian Deserts. Wanderings in Arabia.
Doyle, *Sir* Arthur Conan	Adventures of Sherlock Holmes. Memoirs of Sherlock Holmes. Further Adventures of Sherlock Holmes. Last Adventures of Sherlock Holmes. The Return of Sherlock Holmes. The Sign of Four. Hound of the Baskervilles. His last Bow. A Study in Scarlet. The Valley of Fear.
	Exploits of Brigadier Gerard. Adventures of Gerard.
Duffy, *Sir* Charles G.	Young Ireland. Four Years of Irish History, 1845-49.
Dumas, Alexandre, *pere*.	Three Musketeers. Twenty Years After. The Vicomte de Bragelonne. Son of Porthos.
	Memoirs of a Physician. Queen's Necklace. Taking the Bastille. La Comtesse de Charny. Chevalier de Maison Rouge.
	The Conspirators. The Regent's Daughter.
	Marguerite de Valois. Chicot the Jester. Forty-five Guardsmen.
Drummond, Hamilton	For the Religion. A Man of his Age.
Dunboyne, *Lady*	Elsie's Summer at Malvern. A Sunbeam's Influence.

Duncan, Sara Jeanette	An American Girl in London. Voyage of Consolation.
Dunton, Walter Theodore Watts.—*See* Watts-Dunton, W. T.	
Eden, Charles H.	At Sea with Drake. Queer Chums.
Eggleston, G. C.	Big Brother. Captain Sam. Signal Boys ; or, Captain Sam's Company.
Eileart, *Mrs.* E.	Ernie Elton, the Lazy Boy. Ernie Elton at School. Ernie Elton at Home and School.
Ellis, Edward S.	Shod with Silence. Phantom of the River. In the Days of the Pioneers.
	Ned in the Block-house. Ned in the Woods. Ned on the River.
	Brave Tom. Honest Ned. Righting the Wrong.
	Deerfoot in the Forest. Deerfoot on the Prairie. Deerfoot in the Mountains.
	Hunters of the Ozark. Camp in the Mountains. Last War Trail. The Young Ranchers.
	Down the Mississippi. Up the Tapajos. Lost in the Wilds.
	The Lost Trail. Camp-fire and Wigwam. Footprints in the Forest.
	Strange Craft and Its Wonderful Voyage. Cowmen and Rustlers. Two Boys in Wyoming.
	Redskin and Scout. Three Arrows.

Ellis, Edward S.	River Fugitives. Wilderness Fugitives. Lano-Wingo, the Mohawk. Jack Midwood. Young Conductor. Through Forest and Fire. On the Trail of the Moose. Across Texas. Wyoming. The Storm-Mountain. The Cabin in the Clearing.
Everett-Green, Evelyn	Maud Kinglake's Collect. Cuthbert Conningsby. Tom Tufton's Travels. Tom Tufton's Toll.
Erckmann, Emile, *and* Chatrian, P. A.	Story of a Peasant. States General. Country in Danger. Year One of the Republic. Citizen Bonaparte. The Conscript. Waterloo. War. Peace.
Finley, Martha	Elsie at Ion. Elsie at Nantucket. Elsie Dinmore. Elsie at the World's Fair. Elsie at Viamede. Elsie and the Raymonds. Elsie's Girlhood. Elsie's Friends at Woodburn. Elsie's Journey on Inland Waters. Elsie's Kith and Kin. Elsie's New Relations. Elsie's Motherhood. Elsie's Children. Elsie's Widowhood. Elsie's Womanhood. Elsie's Vacation and After Events. Elsie's Yachting with the Raymonds.

Finley, Martha	Elsie at Home. Christmas with Grandma Elsie. Grandmother Elsie. Holidays at Roselands. Two Elsies. Mildred Keith. Mildred at Roselands. Mildred and Elsie. Mildred's Married Life. Mildred at Home. Mildred's Boys and Girls. Mildred's New Daughter. An Old-fashioned Boy. Our Fred.
Finnemore, John	Three School-chums. His First Term. Teddy Lester. Teddy Lester's Chums. Teddy Lester's Schooldays. Teddy Lester, Captain of Cricket.
Freeborough, E.	Chess Openings. Chess Endings.
Fitzgerald, P.	Bella Donna. Jenny Bell. Seventy-Five Brook Street.
Fogazzaro, Antonio	Leila. Man of the World. The Saint.
Frederick, Harold	Seth's Brother's Wife. The Lawton Girl.
Frith, Henry	Captains of the Cadets. Log of the " Bombastes."
Gaboriau, Emile	The Count's Millions. Baron Trigault's Vengeance.
Galsworthy, John	A Sheaf. Another Sheaf.
Gibbons, M. S.	" We Donkeys " in Devon. " We Donkeys " in Dartmoor.

Gilliat, Edward	In Lincoln Green. Wolf's Head.
Glass, Montague	Potash and Perlmutter. Potash and Perlmutter in Society.
Glyn, Elinor	The Visits of Elizabeth. Elizabeth Visits America. Elizabeth's Daughter.
Goethe, Johann Wolfgang *von*	Wilhelm Meister's Apprenticeship and Travels. Wilhelm Meister's Theatrical Mission.
Gore, *Mrs.* C. G	Cecil; or the Adventures of a Coxcomb. Cecil, a Peer.
Goulding, F. R.	Sapele. Macoochee. Sal-o-Quah.
Grand, Sarah	Adam's Orchard. The Winged Victory.
	Ideala. The Heavenly Twins.
Gras, Felix M.	The Reds of Midi. The Terror. The White Terror.
Gray, W. T.	The Bad Boy's Diary. The Bad Boy Abroad.
Greenwell, D.	Two Friends. Colloquia Crucis.
Grier, S. C.	An Uncrowned King. A Crowned Queen. Kings of the East.
Gunter, Archibald Clavering	Doctor Burton. Doctor Burton's Success.
	Princess of Paris. The King's Stockbroker.
	Susan Turnbull. Ballyho Boy.

Haggard, *Sir* Henry Rider	King Solomon's Mines. Allan Quatermain. Allan's Wife. The Ivory Child. Finished. She. Ayesha.
Haigh, Daniel H.	The Conquest of Britain by the Saxons. The Anglo-Saxon Sagas.
Hales, A. G.	McGlusky the Reformer. President McGlusky. McGlusky's Great Adventure. Ginger and McGlusky. Signor McGlusky.
Hankey, Donald	A Student in Arms. First Series. A Student in Arms. Second Series.
Harris, J. C.	Little Mr. Thimblefinger. Mr. Rabbit at Home. The Story of Aaron. Aaron at the Wild-Woods. Plantation Pageants.
Harte, Francis Bret	A Waif of the Plains. Susy. Clarence. Three Partners.
Haverfield, E. L.	Our Vow. Blind Loyalty.
Hay, Ian	First Hundred Thousand. Carrying on after the First Hundred Thousand The Last Million.
Hayes, Frederick William	The Kent Squire. Further Adventures of a Kent Squire. Gwynett of Thornhaugh.
Hinkson, *Mrs.* Katharine	Twenty-five Years: Reminiscences. The Middle Years.
"Hobbes, John Oliver," *pseud.* (Mrs. Pearl M.T. Craigie).	The School for Saints. Robert Orange.
Hocking, Joseph	Woman of Babylon. Purple Robe.

Hook, Theodore	Gilbert Gurney. Gurney Married.
Holt, E. S.	In All Time of our Tribulation. In Convent Walls. Mistress Margery. Margery's Son.
Hope, A. J. Beresford	Strictly Tied Up. The Brandreths.
"Hope, Anthony," *pseud.* Anthony Hope Hawkins	Prisoner of Zenda. Rupert of Hentzau.
Hornung, Ernest William	Mr. Justice Raffles. The Amateur Cracksman. Raffles; The Amateur Cracksman. A Thief in the Night.
Howard, Keble	Smiths of Surbiton. Smiths of Valley-View. Smiths in Wartime.
Howells, William Dean	Chance Acquaintance. Their Wedding Journey.
Hueffer, Ford Madox	The Fifth Queen. Privy Seal.
Hughes, Thomas	Tom Brown's Schooldays. Tom Brown at Oxford.
Hugo, Victor	Fantine. Cosette and Marius. Rue Plumet. Jean Valjean. } Les Miserables.
Hume, Fergus	Madam Midas. Miss Mephistopheles.
Hutton, *Baroness von*	Pam. What Became of Pam.
Huysmans, J. K.	En Route. The Cathedral.

Hyne, Charles John Cutliffe Wright	Adventures of Captain Kettle. Captain Kettle, K.C.B. Further Adventures of Captain Kettle. The Little Red Captain. Captain Kettle on the War-Path. Kate Meredith. Marriage of Kettle. Captain Kettle's Bit.
Ingelow, Jean	Off the Skelligs. Fated to be Free.
Ingraham, J. H.	Pillar of Fire. Throne of David. Prince of the House of David.
Jacberns, Raymond	Becky Compton, ex-dux. Uncomfortable Term. Schoolgirl's Battlefield.
James, H.	Roderick Hudson. Princess Casamassima. Notes of a Son and Brother. The Middle Years.
Jameson, E. M.	Peggy Pendleton. The Pendletons. Pendleton Twins.
Jenkins, Herbert	Bindle. The Night Club. Adventures of Bindle.
Jepson, Edgar	The Lady Noggs, Peeress. Lady Noggs intervenes. Passion for Romance Keepers of the People.
Jerome, Jerome Klapka	Idle Thoughts of An Idle Fellow. Second Thoughts of An Idle Fellow. Three Men in a Boat. Three Men on the Bummel.
Johnson, W. H.	The King's Henchman. Under the Spell of the Fleurs-de-Lys.

Kilroy, Margaret.	Little Torment. Study Number Eleven.
Kingston, W. H. G.	Three Midshipmen. Three Lieutenants. Three Commanders. Three Admirals.
	Adrift in a Boat. Washed Ashore.
King, C.	Colonel's Daughter. Marion's Faith.
Kipling, *Sir* Rudyard	The Jungle Book. The Second Jungle Book. Just-so Stories.
Kirkham, Marshall Monroe	Romance of Alexander the Prince. Romance of Alexander the King. Romance of Alexander and Roxana.
Kirkland, J.	Zury. The McVeys.
Lane, *Mrs.* John	Maria. Maria Again. War Phases According to Maria.
Lang, Andrew	Colour Fairy-Tale Series as, Blue, Green, Red, Yellow, etc.
Leblanc, Maurice, *and* Jepson, Edgar	Arsène Lupin. The Arrest of Arsène Lupin. The Confessions of Arsène Lupin. The Crystal Stopper.
Le Feuvre, Amy	Odd. Odd Made Even.
Leighton, Robert	Gildersley's Tenderfoot. The Red Patrol.
Lewis, A.S.	In the Shadow of Sinai. Mrs. Gibson's " How the Codex was Found."
Lindsay, Maud	Mother Stories. More Mother Stories.

Lucas, E. V.	A Wanderer in London. London Revisited.
"Lyall, Edna," *pseud.* Ada Ellen Bayly.	Donovan. We Two.
Lyly, John	Euphues. Euphues and His England.
Lynn, E.	In Khaki for the King. Oliver Hastings, V.C.
Lytton, Edward George Earle Bulwer, 1*st* Lord *Lytton*	The Caxtons. My Novel. What Will He Do With It? Ernest Maltravers. Alice.
MacDonald, George	Annals of a Quiet Neighbourhood. Seaboard Parish. Vicar's Daughter. Malcolm. Marquis of Lossie. Sir Gibbie. Donald Grant. Thomas Wingfold, Curate. Paul Faber, Surgeon.
MacGill, Patrick	Children of the Dead End. The Rat Pit.
"Maclaren, Ian," *pseud.* John Watson	Beside the Bonnie Briar Bush. Days of Auld Lang Syne. Kate Carnegie.
Mackenzie, Compton	Carnival. Sinister Street. Sinister Street, concluded. Early Life and Adventures of Sylvia Scarlett. Sylvia and Michael.
Maeterlinck, Maurice	The Blue Bird The Betrothed.

Marsh, Richard	Sam Briggs; his Book. Sam Briggs, V.C.
Mathers, Helen Buckingham	Story of a Sin. Eyre's Acquittal.
Mathews, J. H.	Bessie at the Seaside. Bessie in the City. Bessie and Her Friends. Bessie on the Mountains. Bessie at School. Bessie on her Travels. Maggie Bradford's Club. Maggie Bradford's Schoolmates. Uncle Rutherford's Attic. Uncle Rutherford's Niece.
Marryat, Captain	Little Savage. Little Savage. (Finished by Robert Folkstone Williams.)
Melville, Herman	Typee. Omoo.
Meredith, George	Sandra Belloni. Vittoria.
Merriman, *Mrs.* E. J.	The Little Millers. Mollie Miller.
Mitford, Bertram	The King's Assegai. The White Shield.
Montague,	Leaves from a Line. More Leaves from a Line.
Montgomery, L. M.	Anne of Green Gables. Anne of Avonlea. Anne of the Island. Anne's House of Dreams.
Moore, George	Evelyn Innes. Sister Theresa. Ave. Salve. } Hail and Farewell. Vale.

Morgan-de-Groot, J.	A Lotus Flower. Even If.
Morier, James Justiman	Hajji Baba of Ispahan. Hajji Baba in England.
Morrison, Arthur	Tales of Mean Streets. A Child of Jago. To London Town.
	Martin Hewitt, Investigator. Chronicles of Martin Hewitt. Adventures of Martin Hewitt. Dorrington Deed Box.
Munro, Kirk	Under Orders. Prince Dusty. Cab and Caboose. Coral Ship.
	Fur Seal's Teeth. Snowshoes and Sledges.
	Two About Crockett. Lost Treasure Cave.
Nelson, L.	Physician's Daughters. Wandering Homes.
Nesbit, E.	Treasure Seekers. Would be Goods.
Oliphant, *Mrs.* Margaret	The Rector. The Doctor's Family. Salem Chapel. The Perpetual Curate. Miss Marjoribanks. Phoebe Junior.
	Ladies Lindores. Lady Car.
	Greatest Heiress in England. Sir Tom.
	For Love and Life. Squire Arden.

Oliphant, *Mrs.* Margaret	Little Pilgrim in the Unseen. Two Stories of the Seen and the Unseen
	The Land of Darkness. On the Dark Mountains.
	Margaret Maitland. Lilliesleaf.
"Orczy, *Baroness*," *pseud.* *Mrs.* Montagu Barstow	The Scarlet Pimpernel. The Elusive Pimpernel. I will Repay. El Dorado. The League of the Scarlet Pimpernel.
"Ouida," *pseud.* Louisa de la Ramée.	Princess Napraxine. Othmar.
Page, Gertrude	Where the Strange Roads go Down Follow After.
"Pansy," *pseud.* *Mrs.* I. M. Alden	Esther Reid. Esther Reid Asleep and Awake. Esther Reid Yet Speaking.
	Four Girls at Chautauqua. Chautauqua Girls at Home.
	Getting Ahead. Two Boys.
	Julia Reid. King's Daughter. Wise and Otherwise.
	Links in Rebecca's Life. Ruth Erskine's Crosses.
Parker, *Sir* Gilbert	Pierre and his People. Adventurer of the North. A Romany of the Snows.
"Paston, George," *pseud.* G. M. Symonds.	Leaves from a Life. More Leaves from a Life.
Peddie, J. Taylor	A National System of Economies. Economic Reconstruction.
Pemberton, Max	Iron Pirate. Captain Black.

Pepys, Samuel, *Junior*	Diary of the Great Warr. Second Diary of the Great Warr. The Last Diary of the Great Warr.
Petrie, A.	A Latin Reader for Matriculation and Other Students. An Introduction to Roman History, Literature and Antiquities.
Phelps, E. J.	Gypsy Brenton. Gypsy's Cousin Joy. Gypsy's Sewing and Reaping. Gypsy's Year at the Golden Crescent.
Phelps, Elizabeth Stuart	An Old Maid's Paradise. Burglars in Paradise.
Pontoppidan, Henrik	Emmanuel; or, The Children of the Soil. The Promised Land.
Pool, Maria L.	Roweny in Boston. Mrs. Keats Bradford. The Two Salomes. Out of Step.
Porter, Eleanor	Pollyanna. Pollyanna Grows Up. Miss Billy. Miss Billy's Decision. Miss Billy Married.
Prichard, H. Hesketh	Chronicles of Don Q. New Chronicles of Don Q. Don Q's Love-Story.
Putnam, P. H.	A Memoir of George Palmer Putnam. Memories of My Youth. Memories of a Publisher, 1865-1915.
Rand, E. A.	Her Christmas and Her Easter. Margie at the Harbour Light. Making the Best of It. Up North in a Whaler. Too Late for the Tide Mill.

Rand, E. A.	Knight of the White Shield. School in the Light-house. Yard-stick and Scissors. Camp at Surf Bluff. Out of the Breakers.
Rathbone, *Mrs.* A.	Mary Powell. Deborah's Diary.
Reade, Charles	It is Never Too Late to Mend Autobiography of a Thief. Love Me Little, Love Me Long. Hard Cash.
Reid, Mayne	Bush Boys. Young Yagers. Giraffe Hunters. Boy Hunters. Young Voyagers. Plant Hunters. Cliff Climbers. Ran Away to Sea. The Ocean Waifs.
"Rita," *pseud. Mrs.* W. Desmond Humphreys	Sheba. Countess Pharamond.
Rives, Améli	The Quick or the Dead. Barbara Dering.
Rolland, Romain	John Christopher; four parts:— Dawn and Morning. Storm and Stress. John Christopher in Paris. Journey's End.
"Rutherford, Mark," *pseud.* William Hale White	Autobiography of Mark Rutherford. Mark Rutherford's Deliverance.
"Sand, George," *pseud.* Amantine Lucile Aurore Dudevant	Consuelo. Countess of Rudolstadt. A Rolling Stone. Handsome Lawrence.

"Scalpel, Aesculapius," *pseud.* Edward Berdoe	St. Bernard's. Dying Scientifically.
Scott, *Sir* Walter, *Bart.*	The Monastery. The Abbot.
Setoun, Gabriel	Barncraig. Sunshine and Haar.
Sewell, Elizabeth Missing	Journal of a Homelife. After Life.
Serard, R. H.	Life of Oscar Wilde. The Real Oscar Wilde.
Sidney, Margaret	Five Little Peppers and How They Grew. Five Little Peppers Grown Up.
Sienkiewicz, Henrich.	With Fire and Sword. The Deluge. Pan Michael.
Sims, George R.	Mary Jane's Memoirs. Mary Jane Married.
Sinclair, Upton	Sylvia. Sylvia's Marriage.
Smiles, Samuel	Self Help. Character. Thrift.
Smith, A.	Alfred Hagart's Household. Miss Oona McQuarrie.
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